90-05508/

Manitoba

Annual Report 1988 - 89

Government Services

April 1, 1988 — March 31, 1989

Manitoba

Minister of
Government Services

Legislative Building
Winnipeg, Manitoba, CANADA
R3C 0V8

March 31, 1989

The Honourable George Johnson
Lieutenant-Governor of Manitoba
Room 235 Legislative Building
Winnipeg, Manitoba
R3C 0V8

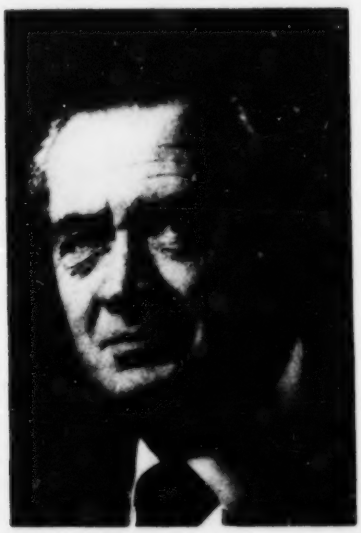
May It Please Your Honour:

I have the privilege of presenting for the information of Your Honour the Annual Report of Manitoba Government Services for the fiscal year ending March 31, 1989.

Respectfully submitted,

Albert Driedger

Albert Driedger
Minister



Manitoba

Deputy Minister of
Government Services

Legislative Building
Winnipeg, Manitoba, CANADA
R3C 0V8

March 31, 1989

The Honourable Albert Driedger
Minister of Government Services
203 Legislative Building
Winnipeg, Manitoba
R3C 0V8

Mr. Minister:

I submit for your approval the 1988/89 Report of Manitoba Government Services. During this fiscal year, the department continued to meet its objectives by operating on a business-like basis to provide services cost effectively, as well as to increase opportunities for Manitoba businesses.

The department took an active role to reduce trade barriers and achieve the Western Trade Agreement. We established the Western Procurement Information Network to enable Manitoba suppliers to access and bid on tenders. We also increased information to the business community on the government's purchasing policies. Last year, while reducing trade barriers, 73% of $119 million purchased in goods and services was awarded to Manitoba suppliers.

The department made considerable progress to effect the best use of government property. We embarked on a major program to identify lands and buildings for sale. A major initiative was the proposed sale and development of the Fort Osborne Complex. We also worked towards the completion of property transfers to tenants in the Gimli Industrial Park.

In addition, the department acquired 800 Portage Avenue — the Walter Weir Building. This new facility is helping to meet the space needs of government departments. A multi-year plan was also developed to upgrade facilities to provide barrier-free access for disabled people. The renovation of the Milner Ridge Correctional Centre, a former federal radar base, has also enabled its use as an adult corrections facility.

We plan to continue our efforts to provide reliable competitive services and to foster the business climate in Manitoba.

Respectfully submitted,

E. Harbottle

Eric Harbottle
Deputy Minister

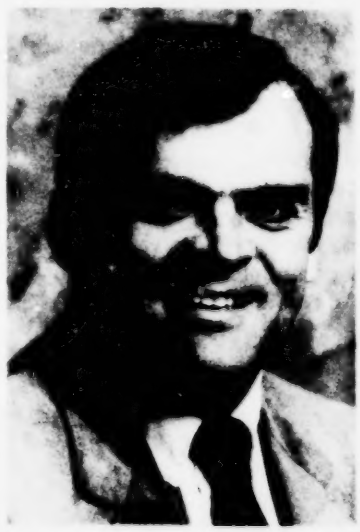


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Figure #1

Organization Chart

As of March 31, 1989

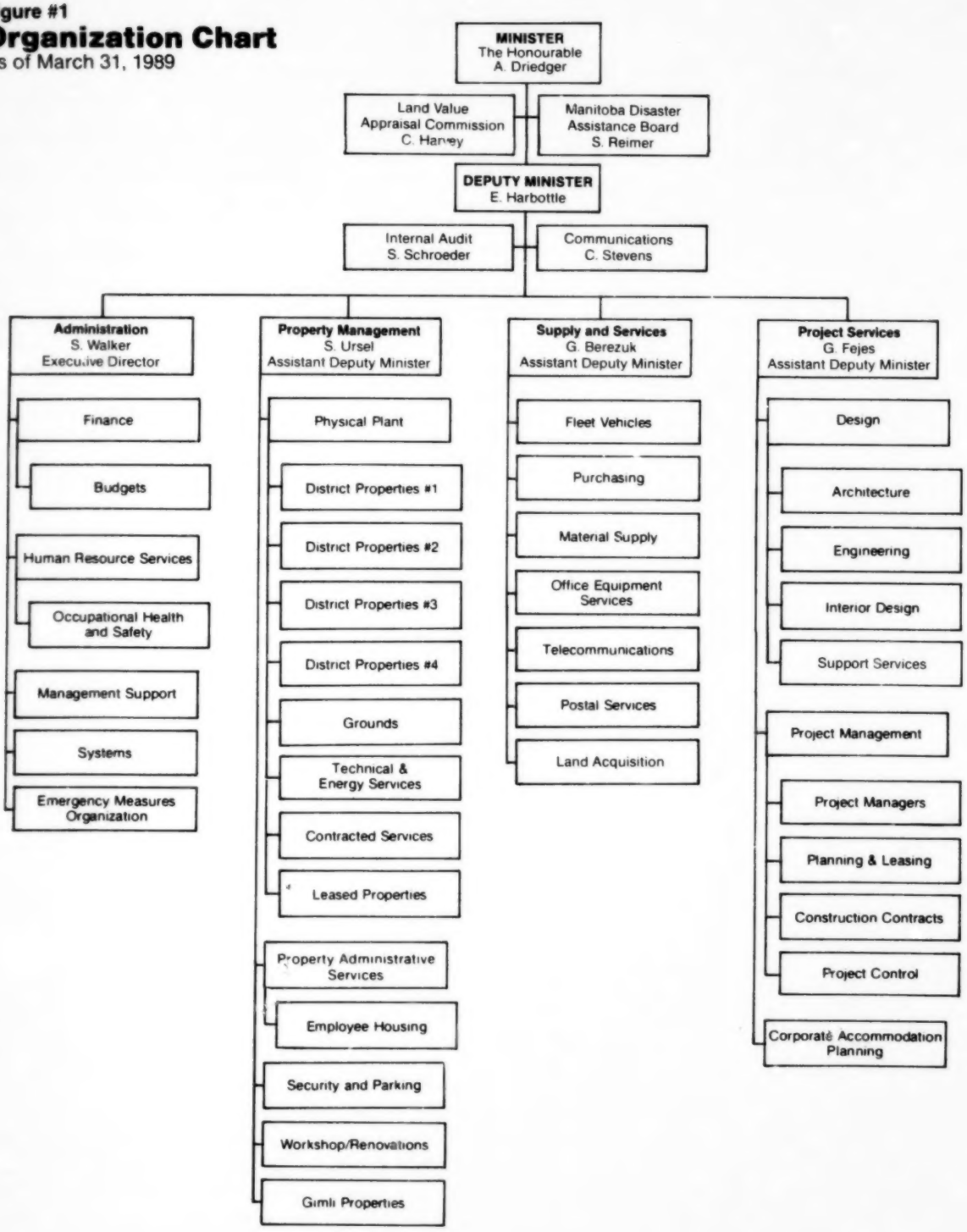
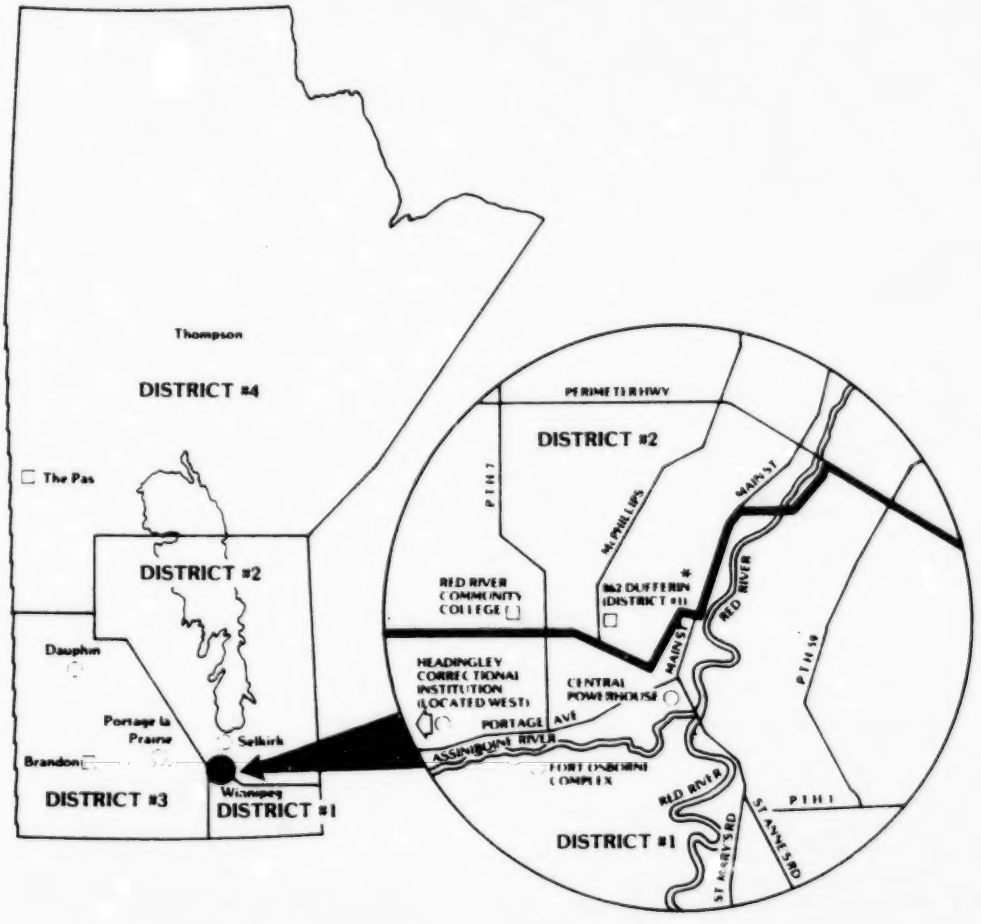


Figure #2

District Service Map



* Although located in District #2, the office at 862 Dufferin is the District #1 Headquarters.

LEGEND

- District Office
- Zone Office (Represents Locations of Government Services Maintenance Operations).
- Winnipeg Area included in above circular map.
- District Boundary

Preface

Mandate

Manitoba Government Services is charged with responsibility for providing a wide range of central support services to government programs. Services fall under the general categories of central supply and property services. The department operates and delivers services under authority of the following Acts of the Consolidated Statutes of Manitoba:

The Emergency Measures Act E80
The Expropriation Act E190
The Government House Act G80
The Government Purchases Act G90
The Land Acquisition Act L40
The Public Works Act P300

In addition, policies specific to departmental programs are documented in the General Manual of Administration and various Manitoba Government Services manuals, catalogues and publications.

Manitoba Government Services is a central service agency within government. The department consults clients as to their needs and expectations and provides services according to policies and standards approved by Cabinet or Treasury Board. Manitoba Government Services acts in an advisory capacity to Cabinet and Treasury Board in the development of policies and standards required to provide efficient and effective service.

As a service oriented department, Manitoba Government Services attempts to ensure that all of its centralized services are, in fact, required by client departments and that their delivery is cost-effective. This is done through program evaluations and internal audits and, where possible, comparisons with similar private sector services.

Organization

During 1988/89, Manitoba Government Services continued to study various departmental operations and compare them to similar services offered by the private sector. These studies, along with established program audits, help ensure the department's programs are cost-justified and cost-recoverable. To date, studies have shown costs for departmental services are comparable with private sector operations. Manitoba Government Services has implemented recommendations which have resulted from these private sector studies and is planning further programs which will help identify areas where economies and efficiencies may be realized.

The departmental organizational structure is depicted in Figure #1. It calls for a clear definition of divisional objectives and accountability at each level of program delivery. The intent is to provide the functional organization and senior management with the strength required to assume full responsibility for providing departments with support services. The role, responsibilities and year-end staffing of the four divisions are outlined in the following information.

Administration has a staffing complement of 66 staff years (SYs) and is responsible for providing central administrative services in support of the delivery of departmental programs. These include management planning, policy analysis, program evaluation, financial management, human resource management, general administration, internal audits, payroll services, affirmative action programming, communications coordination, development of automated systems and occupational health and safety. In addition, the division is responsible for coordinating activities during major civil emergencies within the province.

Property Management has 884 SYs and is responsible for providing administration and decentralized services related to the ongoing operation and maintenance of government property. These include renovations or construction, grounds, security, parking, employee housing, lease management, contracted services, energy management and safety. Most of these services are delivered on a district basis according to the map portrayed in Figure #2. Management of Gimli Properties also comes under the jurisdiction of this division.

Supply and Services has 182 SYs and is responsible for providing centralized supply services in support of government programs. These include government fleet vehicles, purchasing, materials management, office equipment, telecommunications and postal services.

Project Services has 106 SYs and is responsible for long-range accommodation planning, architectural and engineering design, furniture and signage, tendering and contract administration, project management, supervising construction projects and acquiring leased space in support of government programs. In addition, the division provides for the appraisal, acquisition and disposal of real property.

In addition to the four divisions there are two independent bodies, The Land Value Appraisal Commission and The Manitoba Disaster Assistance Board, which report directly to the Minister. Their roles, responsibilities and year-end staffing follow:

The Land Value Appraisal Commission has six members with two support SYs. The Commission determines and certifies due compensation for the acquisition of land by any designated authority with a power of purchase or expropriation. A Commission hearing can be initiated by the acquiring authority or landowner. In compliance with Section 15 of The Land Acquisition Act, an annual report is provided by the Chairperson (Appendix "A").

The Manitoba Disaster Assistance Board has three members with two support SYs. It is responsible for communicating government policy on disaster assistance, making decisions concerning payments in response to disaster assistance claims, and investigating and reporting to the Minister on disaster assistance matters. The Board provides a readily activated mechanism for dealing with damage-related matters as the result of natural or human-caused disasters. In compliance with Section 17(9) of The Emergency Measures Act, an annual report of the Board's activities is provided by the Chairperson (Appendix "B").

A comparative summary of the department's actual expenditures, with planned expenditures and variance explanations for 1988/89, is depicted in Figure #3.

Figure #3

Expenditure Summary By Appropriation

for the fiscal year ended March 31, 1989.

Appropriation	Actual	1988/89 Printed Estimate ($000)	Variance From Budget ($000)	Variance From Budget %	Explanation Number
(1) 08-1 ADMINISTRATION					
(a) Minister's Compensation	11.5	10.3	1.2	11.7	
(b) Executive Administration					
Salaries	187.2	158.7	28.5	18.0	
Other Expenditures	32.2	38.0	(5.8)	(15.3)	
	219.4	196.7	22.7	11.5	
(c) Management Support					
Salaries	255.3	261.9	(6.6)	(2.5)	
Other Expenditures	17.9	18.0	(0.1)	(0.6)	
	273.2	279.9	(6.7)	(2.4)	
(d) Finance and Budgets					
Salaries	652.0	674.0	(22.0)	(3.3)	
Other Expenditures	116.0	108.5	7.5	6.9	
	768.0	782.5	(14.5)	(1.9)	
(e) Human Resource Services					
Salaries	462.7	479.5	(16.8)	(3.5)	
Other Expenditures	59.7	77.4	(17.7)	(22.9)	1
	522.4	556.9	(34.5)	(6.2)	
(f) Systems					
Salaries	262.3	261.2	1.1	0.4	
Other Expenditures	54.4	65.4	(11.0)	(16.8)	
	316.7	326.6	(9.9)	(3.0)	
Total 0-8-1	2,111.2	2,152.9	(41.7)	(1.9)	
(2) 08-2 PROPERTY MANAGEMENT					
(a) Executive Administration					
Salaries	341.7	345.7	(4.0)	(1.2)	
Other Expenditures	64.1	92.9	(28.8)	(31.0)	2
	405.8	438.6	(32.8)	(7.5)	
(b) Physical Plant					
Salaries	16,823.8	17,423.3	(599.5)	(3.4)	
Other Expenditures	11,924.5	13,193.5	(1,269.0)	(9.6)	
Preventative Maintenance	179.8	169.5	10.3	6.1	
Recoveries	(66.2)	(220.0)	153.8	(69.9)	3
	28,861.9	30,566.3	(1,704.4)	(5.6)	

Figure #3

Expenditure Summary By Appropriation

for the fiscal year ended March 31, 1989.

Appropriation	Actual	1988/89 Printed Estimate ($000)	Variance From Budget ($000)	Variance From Budget %	Explanation Number
(c) Workshop/Renovations					
Salaries	2,465.2	2,682.2	(217.0)	(8.1)	
Other Expenditures	216.6	250.2	(33.6)	(13.4)	
Minor Projects	2,178.2	2,283.3	(105.1)	(4.6)	
Recoveries	(3,954.1)	(3,621.6)	(332.5)	9.2	
	905.9	1,594.1	(688.2)	(43.2)	
(d) Leased Properties					
Salaries	40.8	40.8	—	—	
Other Expenditures	82,278.5	79,237.3	3,041.2	3.8	4
	82,319.3	79,278.1	3,041.2	3.8	
(e) Employee Housing					
Salaries	76.6	76.6	—	—	
Other Expenditures	240.2	248.4	(8.2)	(3.3)	
Recoveries	(219.1)	(248.3)	29.2	(11.8)	
	97.7	76.7	21.0	27.4	
(f) Security Services					
Salaries	2,436.4	2,484.0	(47.6)	(1.9)	
Other Expenditures	483.2	471.4	11.8	2.5	
	2,919.6	2,955.4	(35.8)	(1.2)	
(g) Gimli Properties					
Salaries	1,241.9	1,365.2	(123.3)	(9.0)	
Other Expenditures	817.1	886.1	(69.0)	(7.8)	
	2,059.0	2,251.3	(192.3)	(8.5)	
Total 08-2	117,569.2	117,160.5	408.7	0.3	
(3) 08-3 SUPPLY & SERVICES					
(a) Executive Administration					
Salaries	106.2	127.1	(20.9)	(16.4)	
Other Expenditures	10.5	9.3	1.2	12.9	
	116.7	136.4	(19.7)	(14.4)	
(b) Fleet Vehicles					
Salaries	1,299.1	1,350.0	(50.9)	(3.8)	
Other Expenditures	9,001.8	9,775.0	(773.2)	(7.9)	
Recoveries	(13,914.7)	(15,050.0)	1,135.3	(7.5)	
	(3,613.8)	(3,925.0)	311.2	(7.9)	
(c) Office Equipment Services					
Salaries	445.2	480.4	(35.2)	(7.3)	
Other Expenditures	928.3	972.7	(44.4)	(4.6)	
Recoveries	(1,773.9)	(1,786.2)	12.3	(0.7)	
	(400.4)	(333.1)	(67.3)	20.2	

Figure #3

Expenditure Summary By Appropriation

for the fiscal year ended March 31, 1989.

Appropriation	Actual	1988/89 Printed Estimate ($000)	Variance From Budget ($000)	Variance From Budget %	Explanation Number
(d) Purchasing					
Salaries	1,028.4	1,108.4	(80.0)	(7.2)	
Other Expenditures	180.9	181.4	(0.5)	(0.3)	
	1,209.3	1,289.8	(80.5)	(6.2)	
(e) Material Supply					
Salaries	767.8	744.8	23.0	3.1	
Other Expenditures	4,875.2	4,905.6	(30.4)	(0.6)	
Recoveries	(4,723.0)	(5,090.2)	367.2	(7.2)	
	920.0	560.2	359.8	64.2	
(f) Telecommunications					
Salaries	583.1	570.4	12.7	2.2	
Other Expenditures	2,186.7	2,400.9	(214.2)	(8.9)	
Recoveries	(1,743.1)	(1,911.1)	168.0	(8.8)	
	1,026.7	1,060.2	(33.5)	(3.2)	
(g) Postal Services					
Salaries	631.2	649.8	(18.6)	(2.9)	
Other Expenditures	111.0	95.1	15.9	16.7	
Postage	4,083.3	4,596.0	(512.7)	(11.2)	
Recoveries	(3,372.9)	(3,487.2)	114.3	(3.3)	
	1,452.6	1,853.7	(401.1)	(21.6)	
Total 08-3	711.1	642.2	68.9	10.7	
(4) 08-4 PROJECT SERVICES					
(a) Executive Administration					
Salaries	89.5	90.8	(1.3)	(1.4)	
Other Expenditures	4.8	4.0	0.8	20.0	
	94.3	94.8	(0.5)	(0.5)	
(b) Design Services					
Salaries	1,483.3	1,472.1	11.2	0.8	
Other Expenditures	82.5	99.1	(16.6)	(16.8)	
	1,565.8	1,571.2	(5.4)	(0.3)	
(c) Project Management					
Salaries	916.4	1,003.0	(86.6)	(8.6)	
Other Expenditures	46.3	55.7	(9.4)	(16.9)	
Alterations, Furniture	347.0	248.0	99.0	39.9	
Recoveries	(318.9)	(248.0)	(70.9)	28.6	5
	990.8	1,058.7	(67.9)	(6.4)	

Figure #3

Expenditure Summary By Appropriation

for the fiscal year ended March 31, 1989.

Appropriation	Actual	1988/89 Printed Estimate ($000)	Variance From Budget ($000)	Variance From Budget %	Explanation Number
(d) Land Acquisition					
Salaries	1,221.1	1,303.2	(82.1)	(6.3)	
Other Expenditures	169.3	129.2	40.1	31.0	6
Recoveries	(1,197.5)	(1,000.0)	(197.5)	19.8	
	192.9	432.4	(239.5)	(55.4)	
(e) Accommodation Planning					
Salaries	152.9	148.0	4.9	3.3	
Other Expenditures	17.0	24.7	(7.7)	(31.2)	7
	169.9	172.7	(2.8)	(1.6)	
Total 08-4	3,013.7	3,329.8	(316.1)	(9.5)	
(5) 08-5 LAND VALUE APPRAISAL COMMISSION					
Salaries	61.3	62.7	(1.4)	(2.2)	
Other Expenditures	22.1	68.7	(46.6)	(67.8)	8
Recoveries	(36.8)	(80.0)	43.2	(54.0)	8
Total 08-5	46.6	51.4	(4.8)	(9.3)	
(6) 08-6 EMERGENCY MEASURES ORGANIZATION					
Salaries	448.4	509.0	(60.6)	(11.9)	
Other Expenditures	157.7	189.1	(31.4)	(16.6)	
Total 08-6	606.1	698.1	(92.0)	(13.2)	
Total Operating	124,057.9	124,034.9	23.0	—	
(7) EXPENDITURES RELATED TO CAPITAL					
(a) Acquisition/Construction	12,466.3	14,546.8	(2,080.5)	(14.3)	9-19
(b) Vehicle Replacement	3,440.6	3,513.0	(72.4)	(2.1)	
(c) Office Equipment	452.0	459.6	(7.6)	(1.7)	
(d) Departmental Capital	354.0	249.9	104.1	41.7	20
Total 08-7	16,712.9	18,769.3	(2,056.4)	(11.0)	
Total 08-1-7	140,770.8	142,804.2	(2,033.4)	(1.4)	

Figure #3A

Revenue Summary By Source

for the fiscal year ended March 31, 1989.

Revenue Source	1988/89 Actual	1988/89 Printed Estimate ($000)	Variance From Budget ($000)	Variance From Budget %	Explanation Number
Other Revenue					
Boards, Commissions & Agencies	1,809.7	1,757.4	52.3	3.0	
Rental of Government Property	2,027.1	2,098.7	(71.6)	(3.4)	
Sundry	667.5	726.1	(58.6)	(8.1)	
Sub-total	4,504.3	4,582.2	(77.9)	(1.7)	
Revenues Related to Capital					
Sale of Government Assets	652.7	589.0	63.7	10.8	
North Portage Development Corporation	3,056.4	5,611.0	(2,554.6)	(45.5)	21
Sub-total	3,709.1	6,200.0	(2,490.9)	(40.2)	
Total Other Revenue	8,213.4	10,782.2	(2,568.8)	(23.8)	
Government of Canada Current Operating Programs					
Northern Development	36.8	34.1	2.7	7.9	
E.M.O. — Joint Emergency Planning Program	236.7	270.7	(34.0)	(12.6)	22
Transportation Agreement	4.9	5.2	(0.3)	(5.8)	
Tourism '85	27.0	27.6	(0.6)	(2.2)	
Sub-total	305.4	337.6	(32.2)	(9.5)	
Total	8,518.8	11,119.8	(2,601.0)	(23.4)	

Variance Explanations ($000)

1. **08-1E-2 Human Resource Services — Other Expenditures — ($17.7)**
   Underexpenditure due to a decrease in operating supplies, computer production charges, repairs and maintenance and other operating costs.

2. **08-2A-2 Executive Administration — Other Expenditures — ($28.8)**
   Underexpenditure due to a decrease in computer repairs and maintenance and office equipment rentals.

3. **08-2B-4 Physical Plant Recoveries — $153.8**
   Underrecovery resulting from a delay in implementing the paid parking program to April 1, 1989.

4. **08-2D-2 Leased Properties — Other Expenditures — $3,041.2**
   Net overexpenditure due to unforeseen payment of land transfer tax for properties transferred to Manitoba Properties Inc. (M.P.I.) not provided for in the budget — $4,050.2; reduction in payments to M.P.I. —($342.4); and a decrease for new and renewed leases net of expired leases ($666.6).

5. **08-4C-3 & 4 Project Services — Minor Projects — $99.0 — Recoveries — ($70.9)**
   The level of subcontract work and material requirement was higher than estimated. Therefore, additional expenditure and recovery authority was required.

6. **08-4D-2 Land Acquisition — Other Expenditures — $40.1**
   Increased telephone and automobile expenditures related to more field work activity than anticipated; and increased computer maintenance costs resulting from the recent installation of a Hewlett Packard Mini Computer System.

7. **08-4E-2 Accommodation Planning — Other Expenditures — ($7.7)**
   Underexpenditure due to a delay in the hiring of consultants relating to projects which were deferred as a result of additional staffing requirements associated with the sale of the Fort Osborne Complex.

8. **08-5B & C Land Value Appraisal Commission — Other Expenditures — ($46.6) — Recoveries — $43.2**
   Underexpenditure and recovery are the result of planned North Portage Redevelopment expropriation hearings not materializing.

9. **08-7A-7 Manitoba Attorney General — Minor Projects — ($516.4) Project — #51650 — Milner Ridge ($70.8)**
   Furniture and furnishing requirements were less than originally anticipated because original items left by the Armed Forces were reused by Manitoba Corrections.

   Project #71710 — 373 Broadway, Winnipeg — Summary Conviction Court ($51.9)
   Project was completed under budget as extent of renovations was less than anticipated.

   Project #71730 — 405 Broadway, Winnipeg — Renovations to 13th and 14th floors ($424.0)
   Delay attributable to program re-evaluation by client and consequent space requirements and design changes.

10. **08-7A-9 Manitoba Government Services — Minor Project — $2,759.2**
    The original budget allocation of $1,256.5 was increased by $3,062.8 to provide for:
    a) a payment of $2,300.0 to the Rural Municipality of Gimli regarding transfer of municipal services; and
    b) $762.8 — acceleration of the following scheduled maintenance projects.
       The Pas Correctional Institute — Replace flooring
       Seven Oaks Centre For Youth — Replace windows
       Red River Community College — Replace link glazing
       Woodsworth Building, Winnipeg — Entrance doors

11. **08-7A-10 Manitoba Community Services, Thompson — Minor Projects — ($376.7) Project #61740**
    Relocated Manitoba Community Services and Corrections to alternate space. Project was delayed due to revised programming requirements, preparation of proposal call documents and consultation with the City of Thompson on acceptable sites.

12. **08-7A-12 — Red River Community College $238.7 Project #52210 — New Learning Resource Centre**
    Additional design costs and disbursements for completion of design and construction documents and transfer of $57.3 M.P.I. expenditures to 08-7A-12.

13. **08-7A-16 Manitoba Highways and Transportation — Minor Projects — $80.8 Project #50150 — New Materials Testing Lab $80.8**
Previous year's expenditures of $38.5 charged to M.P.I. were transferred to 08-7A-16. The balance was for remainder of consultant fees for the completion of working drawings.

14. **08-7A-18 Keewatin Community College ($943.1) — Project #31231 — Renovations to Existing Residence**
A longer time was required for the completion of construction documents prior to tender. Construction did not commence until early in the new fiscal year.

15. **08-7A-20 Manitoba Government Services — Minor Projects — ($583.9) — Project #61870 — Relocate District #1 ($187.2)**
More time was required for the completion of construction documents and tender evaluation due to the complicated nature of the work involved. This resulted in a delayed construction start date.

Project #70350 — 800 Portage Avenue, Winnipeg ($237.4)
Tenant improvement and new furniture requirements were less than anticipated because occupants moved with their existing furniture.

Various Projects ($208.5)
Due to unforeseen conditions, several projects were designed but did not proceed to construction as expected.

16. **08-7A-22 Brandon Mental Health Centre ($244.0) — Project #70720 — Nurses' Residence Fire/Safety Upgrade**
Delay in completion of construction documents in order to incorporate additional requirements of the Brandon Fire Commissioner.

17. **08-7A-24 North Portage Redevelopment ($2,900.0)**
Shortfall on anticipated acquisitions resulting from extended appropriation settlement activities. North Portage expropriation has been an extended acquisition process involving numerous legal avenues available to former property owners. Therefore, time frames and compensation estimates are subject to considerable fluctuation.

18. **08-7A-27 Manitoba Youth Centre — Fire/Safety Upgrade — ($447.1) Project #70710**
Construction commenced later than expected, resulting in progress payment demands from contractors not being received for processing in the 1988/89 fiscal year as anticipated.

19. **1988/89 M.P.I. Funded Projects**
Treasury Board approved the elimination of Manitoba Properties Inc. as a funding source for capital upgrading of government buildings. The following projects were transferred to 08-7A in 1988/89:
Headingley Correctional Institution (Main Building) — $648.8
1550 Dublin Avenue, Winnipeg — $295.6

20. **08-7D Departmental Capital $104.1**
Additional funding was approved by Treasury Board for a Western Procurement Information Network which is a new initiative being undertaken by the four western provinces.

Revenues Related To Capital

21. **North Portage Development Corporation ($2,554.6)**
Reduction in revenue resulting from delays in projected settlements due to lack of claims from owners.

Government of Canada — Current Operating Programs

22. **Emergency Measures Organization (E.M.O.) Joint Emergency Planning Program — ($34.0)**
The shortfall in revenue under the E.M.O. Joint Emergency Planning Program is the result of two vacant positions during 1988/89 (Manager of Municipal Services and the Northern Municipal Advisor).

Administration

The Administration Division provides administrative support services to the department and planning, training, and coordination for civil emergencies within the province. The division consists of seven branches: Finance, Internal Audit, Communications, Human Resource Services, Management Support, Systems and the Emergency Measures Organization. The accomplishments and initiatives of each branch during 1988/89 follow.

Finance

The Finance Branch provides central accounting, financial reporting, budget coordination and certain administrative services to departmental programs and management. In accordance with the requirements of The Financial Administration Act, the branch provides central coordination to ensure financial integrity of the management information systems. They also interpret the directives and regulations of Manitoba Finance. Appropriate standards and financial systems are maintained to ensure financial information is complete, accurate and timely.

Specific activities of the Finance Branch during 1988/89 included:

- processing 67,100 vouchers and 660 billing transactions;
- maintaining a revenue collection and deposit system supplemented by quarterly forecasts and annual estimates;
- processing cost-shared rental payments on behalf of line departments;
- coordinating and consolidating financial information relevant to the preparation of documents such as the Detailed Estimates of Expenditure and Revenue, Estimates Supplement, Annual Report, Public Accounts Variance Explanations, Quarterly Forecasts of Expenditures and Revenues, as well as financial reports for departmental management;
- analyzing and establishing guidelines for Cabinet, Treasury Board and Pre-Clearance Submissions; and
- providing accounting and budgeting services for the Office of the Lieutenant-Governor and monitoring the financial requirements of the Manitoba Disaster Assistance Board.

A major goal of the branch involved improving the quality and timeliness of financial outputs for both internal management and Manitoba Finance. During 1988/89, Manitoba Government Services' average error rate for voucher processing was the lowest in government. The processing turn-around time was within seven days of the average for all departments. Finance continues to undergo a transition in primary activities with the further introduction of automated equipment. As departmental automated systems generate more payment vouchers, the branch will be able to place greater emphasis on payment audit activities rather than on voucher preparation.

Internal Audit

Internal Audit is responsible for comprehensive audit reviews of all programs within the department. Objective and independent studies are carried out on all financial, managerial and operational systems. The audits include reviews of the efficiency, economy and effectiveness of departmental programs.

During 1988/89, Internal Audit was involved in the following activities:

- five audit reports, three of which were carried over from 1987/88;
- three special projects, one of which is an ongoing project on the administration of Manitoba Properties Inc.;
- five follow-up reviews to ensure implementation of the recommendations of approved Internal Audit reports, three of which were carried over from 1987/88; and
- providing consulting services to departmental branches requiring advice or guidance on financial and management controls.

The objective of Internal Audit is to build and maintain a strong working relationship with program managers. This is achieved by communicating with as many management staff as possible to increase awareness of the benefits of the Internal Audit program and by responding to their requests for assistance.

Communications

Communications is responsible for communicating the department's goals, activities and programs to client departments, the business community and the general public. This is accomplished through various client relations and public information programs.

During 1988/89, Communications was involved in the following activities:

- developing the department's annual communications strategy;
- editing the 1987/88 Annual Report;

- coordinating the official opening of the Walter Weir Building;
- continuing with the implementation of a public information program for the Emergency Measures Organization which included radio and television public service announcements and audiovisual presentations;
- implementing a communications strategy to inform businesses of "Selling to Manitoba Government Services" which included a brochure, audiovisual presentation and portable display unit;
- producing news releases highlighting significant departmental activities;
- writing speeches for the Minister and senior management on behalf of the department;
- providing media liaison during emergencies involving the Emergency Measures Organization; and
- coordinating all other communications activities on behalf of the department such as news conferences, miscellaneous brochures, advertising and briefing material.

Human Resource Services

The branch is responsible for the provision of human resource services to departmental managers and staff. These services include staffing, affirmative action, human resource planning, training and development, job analysis and evaluation, employee counselling, labour relations, pay and benefits administration and occupational health and safety.

Specific activities of Human Resource Services during 1988/89 included:

- developing departmental policies on various issues including the use of alcohol and other mood or mind-altering drugs in the workplace, a labour relations procedures manual and a policy on absences due to medical appointments;
- preparing classification analyses on 73 employer and six employee initiated reclassification requests, and a series review proposal for the Civil Service Commission on building manager positions;
- coordinating the design, development and implementation of the department's Workplace Hazardous Materials Information System, and staff training for the transportation and handling of dangerous goods;
- continuing the Hearing Conservation Program as well as establishing health and safety standards throughout Manitoba Government Services;
- addressing Workers Compensation issues including the coordination of a return-to-work program for injured workers;
- improving the attendance reporting and payroll systems;
- filling 54 permanent position vacancies through the formal competition process and making appointments to 163 temporary and 108 acting status positions;
- hiring 29 students under the Student Temporary Employment Program;
- pursuing the department's Affirmative Action objectives by increasing outreach activities with groups and agencies, revising internal hiring practices, completing a statistical analysis of position vacancies and amending the long-term strategic plan;
- presenting 15 in-house training and development seminars involving 149 departmental employees;
- revising the performance appraisal system for non management positions; and
- coordinating Manitoba Government Services' commitment to the plan for the Decade of Disabled Persons.

Management Support

Management Support is responsible for coordinating the department's management planning, policy analysis and program evaluation functions. This involves coordinating strategic, multi-year and operational planning, and conducting program, legislation and policy reviews to examine program performance and ways of improving service delivery.

The branch's role includes responsibility for communicating Manitoba Government Services' goals, activities, policies and procedures to client departments and the general public. This is accomplished through various manuals, publications, client relations and public information programs.

During 1988/89, Management Support was involved in the following project activities:

- coordinating the preparation of an Environmental Analysis, Multi-Year Plan, Strategic Plan and operational plans;
- coordinating the preparation of the Session Book for the 1988/89 Estimates Review;
- preparing and distributing the 1987/88 Annual Report;

- developing additional policies for the Administrative Services Manual to provide departmental staff with a reference to the internal administration of the department;
- developing the Employee Parking policy and procedures for inclusion in the General Manual of Administration and the Client Services Manual;
- conducting Freedom of Information (F.O.I.) workshops and administering F.O.I. access to information requests;
- completing the Policy Development/Process Control and Program Performance Demonstration Projects;
- conducting the Purchasing Staff Function Review, Western Procurement Network Survey, LAXUS Warehouse Review, Purchasing Branch Information System (P.B.I.S.) Utilization Review, Organization Review of Property Administrative Services' Information Centre, Furniture Management Review, Land Acquisition Branch Review, Postal Automation Study, and an assessment of Employee Safety Attitudes; and
- preparing recommendations on the Disposal of Surplus Property.

Systems

The Systems Branch is responsible for providing central systems support to departmental program managers as well as administering the systems development process within the department. Specific objectives of the branch are to:

- be proactive in identifying, preparing and implementing systems where cost-savings can be applied in the delivery of departmental services;
- provide quality service to individual programs within the context of serving the concerns and objectives of the department in total; and
- enhance human resource development within the branch since staff are ultimately responsible for bringing about cost savings, increased efficiency and the provision of quality service.

During 1988/89, the branch completed implementation of the following projects:

- software for the Material Supply Inventory System;
- computer hardware and software for the Paid Parking System; and
- computer hardware and software for the Office Equipment Inventory System;

In addition, Systems provided analysis and computer programming services for the ongoing maintenance and enhancement of the following operational computer systems:

- Fleet Vehicles — Fleet Management System;
- Purchasing — Purchasing Information System, Common Materials Identification System, and Western Procurement Information Network;
- Telecommunications — Telephone Directory System;
- Property Management — Property Management Accounting System;
- Planning and Leasing — Space Inventory System;
- Finance — Department Budget and Cash Flow Reporting System;
- Human Resource Services — Personnel Budgeting and Cash Flow; and
- Construction Contracts — Builders Lien System.

Systems Branch provides technical and professional support to the Systems Planning Committee. The Committee consists of management representatives from each division and is accountable to the Executive Committee for preparing and monitoring the annual departmental System Plan.

Emergency Measures Organization

The Emergency Measures Organization (E.M.O.) provides overall provincial planning, training and coordination for the safety and survival of citizens and the protection of property in disasters and emergencies. E.M.O. works closely with all levels of government and private volunteer agencies to coordinate effective emergency preparedness and response. This mandate is carried out through a head office in Winnipeg and regional offices in Portage la Prairie, Brandon and The Pas.

E.M.O. staff provide support and resources to municipalities, school divisions and the private sector in developing emergency plans and response capabilities. In 1988/89, staff made 464 visits to communities and assisted local governments and communities in developing 27 first-time emergency plans and updating 86 existing plans. Of the 256 municipalities in Manitoba, 166 now have plans and a further 36 are in the planning process. In addition, six private corporations requested and received assistance in the re-

search and preparation of emergency plans. In cooperation with the federal government, plans for two Indian Bands were updated. E.M.O. also assisted with 15 emergency exercises.

During 1988/89, E.M.O. was involved with the following federal programs and initiatives:

- the Volunteer Emergency Workers Compensation Agreement;
- the National Emergency Agencies for Construction, Telecommunications and Energy;
- development of the Foreign Animal Disease Eradication Support Plan;
- the Vital Points Program which identifies facilities of strategic importance during an emergency;
- the Regional Emergency Telecommunications Committee;
- the Essential Records Program which stores important records to facilitate recovery from large scale disasters; and
- the Line Load Control program.

Compensation coverage for Emergency Services Workers was formalized with the passage of Regulation 70/89. This Regulation, under the authority of the Workers Compensation Act, grants coverage to workers who may be killed or injured while performing authorized emergency services work. This work may include both preparedness and response activities.

Since April, 1988, E.M.O. responded to over 100 incidents, including a number of forest fires in Manitoba and one in Northwestern Ontario where approximately 300 Indian Band members were evacuated from their Reserve and housed at Gimli for one week in May.

In 1988/89, extensive spring flooding occurred in the Swan River area causing substantial damage and resulting in disaster assistance payments.

E.M.O. coordinated daily situation reports from various government departments throughout the summer on the worsening drought conditions. These activities also required attendance at various interdepartmental and intergovernmental planning meetings.

On June 24, 1988, E.M.O. was called upon to coordinate a reponse to a major windstorm which left the town of Gimli and several areas on the eastern side of Lake Winnipeg heavily damaged. The Canada/Manitoba Emergency Mobile Command Centre, manned by E.M.O. staff, was dispatched to Gimli to aid in the emergency response activities.

E.M.O. also coordinated the preparation of an interdepartmental contingency plan for a potential emergency from the re-entry of a Soviet nuclear powered satellite, COSMOS 1900.

As part of its Training/Education Program, E.M.O. gave numerous lectures and presentations to municipal councils and public interest groups and 189 Manitobans received training in the following E.M.O. courses and workshops:

- five workshops on Community Preparedness (held in Virden, Carberry, Russell, Swan River and The Pas);
- Emergency Planning for Care Facilities (held in Winnipeg and Brandon — 64 participants);
- Community Emergency Social Services Planning and Response Operations (held in Winnipeg and Brandon — 43 participants);
- First Aid Training (held in various rural communities — 218 participants);
- Flood Emergency Workshop (held in the City of Winnipeg — 178 participants); and
- six presentations delivered to various groups on selected emergency preparedness topics.

In addition, the branch coordinated the attendance of 190 Manitobans at the federal government's Canadian Emergency Preparedness College in Arnprior, Ontario.

E.M.O. continued a public awareness program by providing emergency preparedness information, both in English and French, on tape and in braille for people with impaired vision. As well, radio and television public service announcements were revised, with television segments now being closed captioned. Advertising campaigns on winter safety, flooding and severe weather warnings were also conducted during the year.

In 1988/89, E.M.O. participated in the ongoing Joint Emergency Preparedness Program (J.E.P.P.). Through J.E.P.P., the federal government provides financial assistance to provinces to meet the costs of projects aimed at enhancing national emergency preparedness. From J.E.P.P.'s inception in 1981/82, Manitoba has received $3 million. The 1988/89 program totalled $1,169,190 — a federal share of $502,758; a provincial share of $440,435; and a municipal share of $225,997.

Property Management

The Property Management Division provides technical, repair and maintenance services for the department. The division consists of five branches: Physical Plant, Property Administrative Services, Security and Parking, Workshop/Renovations and Gimli Properties. The accomplishments and initiatives of each branch in 1988/89 follow.

Physical Plant

The Physical Plant Branch is responsible for operating and maintaining government-owned and leased properties throughout Manitoba. The branch provides this service through its Leased Properties and Contracted Services sections and four district offices located in Winnipeg, Brandon, Selkirk and The Pas.

Under the program, the branch operates and maintains government-occupied buildings including offices, court facilities, community colleges, health and correctional institutions, laboratories, greenhouses and other properties.

As of March 31, 1989, 634 staff, assisted by private contractors, serviced approximately 1,100,000 square metres of owned space and administered 134,150 square metres of leased space.

The branch provides planning, general maintenance, snow removal and parking lot maintenance for government grounds, as well as technical assistance, energy management, and consultative services for the design, renovation and commissioning of new and existing buildings.

Physical Plant highlights during 1988/89 included:

- ongoing improvements to workplace safety to reduce accidents, thereby decreasing Workers Compensation costs;
- continuing the department's Hearing Conservation Program;
- implementing the Workplace Hazardous Materials Information System (W.H.M.I.S.) to prevent chemically-related workplace accidents or provide rapid response;
- continuing contract and in-house cleaning services for an annual cost-saving of approximately $80,000;
- improving security in major buildings through the installation of electronic security systems and exterior lighting;
- expanding the contract maintenance program for emergency power generators in major buildings;
- continuing to remove asbestos from government-owned buildings;
- reorganizing district offices to take advantage of management strengths;
- providing representation on the Technical Advisory Committee for the Development of the South Legislative grounds;
- increasing training in areas such as energy management and computers;
- installing building automation systems to improve energy management and environmental controls;
- improving leased properties through enforcement of lease agreements; and
- contracting services for 300 government-owned and leased properties.

Technical and Energy Services

Technical and Energy Services provide professional and technical support to district property managers, zone managers and building managers involved in Physical Plant operationsl This support includes technical advice and supervision relating to energy conservation, operational techniques, systems maintenance and safety in government accommodation.

The section continued its aggressive Energy Management Program and reduced energy consumption by 22%, resulting in a cost-saving of $2 million in 1988/89 — a total saving of approximately $14 million since the program was implemented nine years ago. As in previous years, with the cooperation of the Manitoba Government Employees' Association and building operations staff, proven energy conservation measures were implemented.

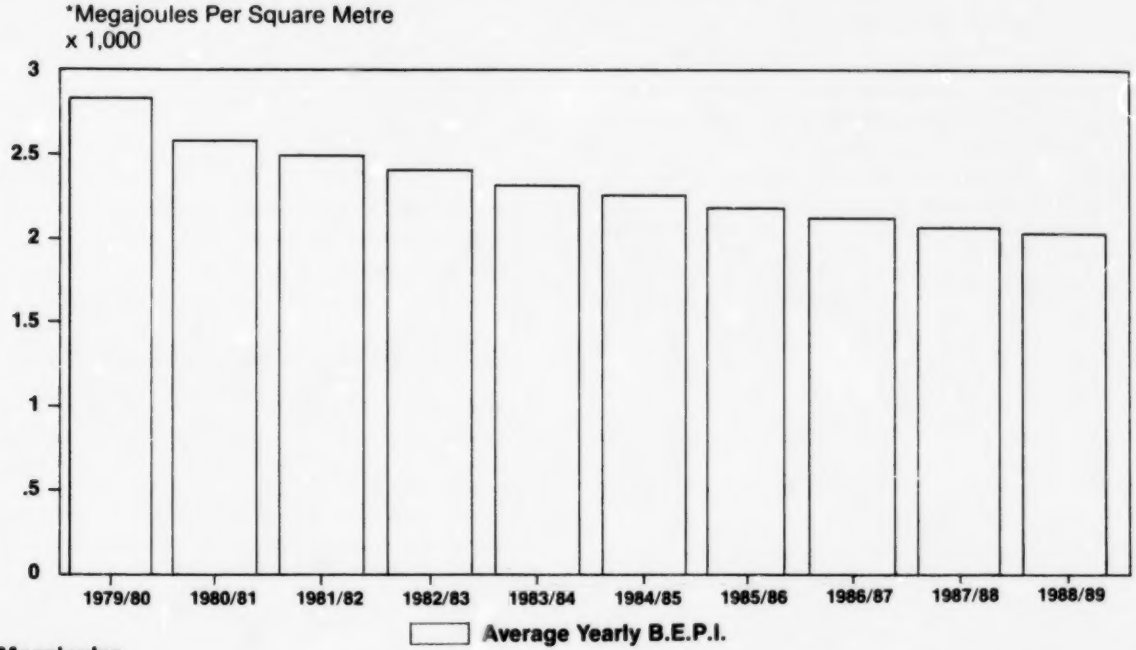
Major activities during 1988/89 included:

- technical and energy inspections of new buildings and major renovations, e.g., commissioning of the new Walter Weir Building and renovations to the Milner Ridge Correctional Centre;
- energy audits and analyses of buildings systems;
- coordination of building maintenance projects; and
- implementation of industrial safety measures.

Figure #4 depicts the reduction in energy consumption during the past ten years, as calculated across selected buildings.

Building Energy Performance Index (B.E.P.I.)

for the fiscal year ended March 31, 1989,
with comparative figures for the previous nine fiscal years.



***Megajoules**

A unit of energy encompassing all forms of energy consumed, including gas, oil and electricity.

B.E.P.I. — Building Energy Performance Index		Units — Megajoules per square metre
Year	**B.E.P.I.**	**Reduction from previous year (%)**
1988/89	2038	1
1987/88	2059	2
1986/87	2097	4
1985/86	2185	3
1984/85	2257	1
1983/84	2295	4
1982/83	2395	3
1981/82	2476	4
1980/81	2543	10
1979/80	2811	—

Contracted Services

The prime responsibility of Contracted Services is to obtain services from the private sector that may be required. The section is responsible for the preparation of contract documentation and specifications, public tendering, and the analysis, implementation and regular review of all maintenance service contracts.

Contracted Services also assists the Security and Parking Branch with tendering of security contracts.

Private contractors provide government-owned and leased buildings with maintenance services for air/refrigeration equipment, elevators, fire detection/alarm and extinguishing systems, and emergency power generators. They also supply janitorial services, pest control, refuse removal, window cleaning, chemical water treatment and cafeteria operation.

Major activities in 1988/89 included:

- preparing specifications and calling tenders for the management of a government-owned building by a private property management company; and
- revising tender specifications to reflect a new policy whereby caterers in government cafeterias are now required to pay a rental fee.

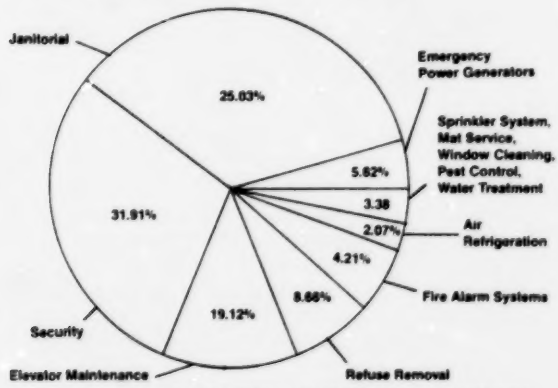
During the year, 45 service contracts were awarded. These contracts are summarized in Appendix "D."

The total cost for contracted services was $1,270,063, including $224,460 for services to 63 leased properties. A breakdown of expenditures by type of contract is shown in Figure #5.

Figure #5

Service Contract Expenditures

for the fiscal year ended March 31, 1989.



Total contract costs for 1988/89 — $1,270,630. This includes service costs to leased locations of $224,460.

Leased Properties

Leased properties is responsible for ensuring that both government and landlords fulfil their lease responsibilities. The government has 349 leasehold properties throughout the province, 134,149 m^2 (1,444,019 sq. ft.) of building space and 45,745 m^2 (492,414 sq. ft.) of land. Approximately 50% of the leaseholds are situated in Winnipeg, with the remainder located throughout rural Manitoba.

In 1988/89, leased property costs, excluding Manitoba Properties Inc., was $16,787,214 of which $12,483,179 was attributable to base rents and $4,304,035 to operating costs in the base rents.

During the year, the section responded to the concerns of many client departments by negotiating improvements to various leasehold properties and monitoring the air quality of buildings. Air quality standards are now being developed in cooperation with Planning and Leasing and will be incorporated in future lease documents.

Property Administrative Services

Property Administrative Services is responsible for ensuring that existing administrative systems and processes are maintained and new systems developed according to departmental policies.

Branch activities include coordinating budgets, financial reports, personnel administration, financial systems and policy activities for the division's field operations. Property Administrative Services is also responsible for the following programs:

- **Administrative Services** provides support services to Property Management branches;
- **Automated Services** provides computer resources for the division;
- **Employee Housing** manages and maintains 99 government housing units. In 1988/89, a 3% rental rate increase was implemented and several units were upgraded by reinsulating, replacing windows and converting heating equipment from oil to wood/electric to reduce dependency upon renewable resources;
- **Food Services** manages cafeteria operation within government operated office facilities.

During 1988/89, Property Administrative Services assisted in the administration and automation of the parking program for the Winnipeg area and implemented an automated inventory control program in Workshop/Renovations and the Stores of Maintenance Districts No. 3 and No. 4.

Cost-recovery measures in the tendering of provincial cafeterias were implemented and liaison with cafeteria operators was improved through the introduction of a comment card system.

During 1988/89, Property Administrative Services assisted in the implementation of the parking program for the Winnipeg area and implemented an automated inventory control program in the stores of Maintenance Districts No. 1, 2 and 3.

In addition, a centre was established to consolidate the monitoring of alarm systems, security dispatching, paging and telephone services on a 24-hour basis. The centre is staffed by two physically disabled people supplemented by part-time staff who are in a rehabilitation program.

Security and Parking

In 1988/89, Security and Parking expanded its responsibilities by taking over two major security contracts at the Brandon Mental Hospital and the Manitoba Developmental Centre in Portage la Prairie with no increase in staff.

Other branch activities during the year included:

- providing security for government buildings;
- conducting security surveys for new and existing government buildings;
- operating Mobile Patrols in Winnipeg, Thompson, Brandon and Portage la Prairie;
- carrying out the department's photographic identification program and offering similar services to other departments upon request;
- coordinating security for special functions in the Legislative Building; and
- maintaining an inventory of building keys and card access systems.

The Paid Parking Program will become effective on April 1, 1989, giving Security and Parking responsibility for:

- enforcing government parking lot regulations;
- conducting traffic studies;
- issuing quarterly invoices to client departments for parking stall charges;
- co-ordinating maintenance and snow removal with Physical Plant;
- installing signs and control devices;
- providing research assistance to the Parking Management Board; and
- reviewing parking facilities for new government buildings with the Design Branch.

Studies of the rural areas will be conducted in 1989/90 with a view to implementing paid parking program.

Workshop/Renovations

Workshop/Renovations provides construction, maintenance, renovation, millwork, electrical, painting and furniture repair services for government-owned and leased buildings as well as employee housing.

The branch also acts as a general contractor for renovation, maintenance and alteration work where general contractors from the private sector are not available, e.g., remote areas, mental health centres, high security locations, and where work cannot be accurately detailed or is of an emergency nature. Wherever possible, subtrade work is contracted out to local contractors.

During 1988/89, Workshop/Renovations completed 376 major projects with costs totalling $3,600,000, of which 51% was awarded to local contractors. These major projects included the completion of renovations to the Milner Ridge Correctional Centre and renovations to the Headingley Correctional Institution, Law Courts Building, Provincial Court facilities at 373 Broadway, Legislative Building and Ministers' and Deputy Ministers' offices. Further improvements to lighting on the grounds of the Legislative Building were also completed.

In addition, the branch carried out 639 minor projects on behalf of client departments for a total cost of $835,000 and 226 furniture repair projects involving the restoration of 606 pieces of government-owned furniture.

Gimli Properties

Responsibility for Gimli Properties was assumed by the government in September, 1971 and assigned to Manitoba Government Services in 1975. The department is responsible for maintaining and operating this multi-purpose facility which includes 72 buildings, a 2,072 metre runway, the Canadian National Railways Training School, a motor-sport park, a water and sewage treatment plant, wells and watermains, two heating plants and an underground steam distribution system.

In April, 1986 the Aspen Park housing complex, comprising 194 units, was turned over to Manitoba Housing who converted it to condominiums for sale to the public.

Negotiations also continued with the Gimli Properties Tenants' Committee and the Rural Municipality of Gimli and it is anticipated that the government will transfer the operation of Gimli Properties municipal services to the Municipality on March 31, 1990. Tenants since January 1, 1985, have been given the right of first refusal with the remaining properties being offered to the general public.

Until privatization is complete the department will continue to operate the complex through the Gimli Industrial Park Authority. This Authority, comprised of the Assistant Deputy Minister of Property Management, the Gimli Properties Manager, and a representative from Manitoba Business Development and Tourism, advises the Minister on the operation of Gimli Properties. A list of tenants, as of March 31, 1989, is contained in Appendix "A".

Supply and Services

The Supply and Services Division provides supply and related services to all departments and certain boards, agencies and commissions. The division consists of five branches: Fleet Vehicles, Purchasing, Material Supply, Office Equipment Services and Telecommunications. The accomplishments and initiatives of each branch during 1988/89 follow.

Fleet Vehicles

Fleet Vehicles provides central services for:

- vehicles in support of departments' and agencies' program requirements;
- financial accounting and management information on the operation of the fleet;
- fleet maintenance services through the operation of the Central Provincial Garage and coordination of services provided by outside agencies;
- licensing and insuring fleet vehicles; and
- financial data to client departments regarding their transportation expenditures.

The branch is responsible for the administration of 2,467 vehicles. The fleet is operated on a self-sustaining basis and is cost-recovered through distance rates charged to clients. The rates differ according to vehicle type and the client's operating costs. In 1988/89, fleet vehicles were driven 66,691,200 kilometres, an average of approximately 27,000 kilometres per vehicle. This total represents a 5.6% decrease from 1987/88.

The Fleet Management Information System provides cost data on each vehicle and a data base for establishing vehicle use rates by department. With this information individual rates are calculated each year, enabling the branch to calculate user charges which reflect actual operating costs of each vehicle. In addition, the system provides client departments with regular reports on vehicle costs and utilization to assist them in controlling their vehicle assignment and transportation costs more effectively.

During 1988/89, client departments continued to use smaller, more fuel efficient vehicles and, together with reduced travel distances, less fuel was consumed. Figures #6(a) and #6(b) reflect the reduced fuel consumption in 1988/89.

Efforts to upgrade shop equipment to comply with Workplace Health and Safety requirements and to address changes in vehicle technology continued with the addition of new vehicle hoists and frame-straightening equipment.

Employee education on the requirements of the Workplace Health and Safety legislation and changes in vehicle technology was a primary activity during 1988/89 and will continue throughout 1989/90.

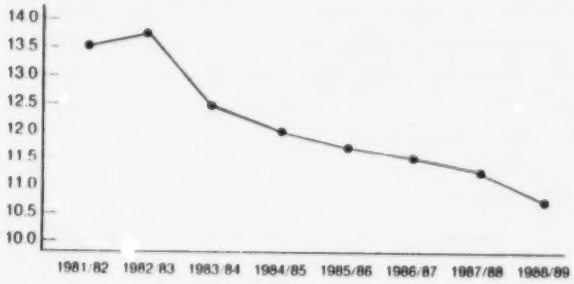
Plans for 1989/90 include a review of the branch's data processing requirements.

Figure #6

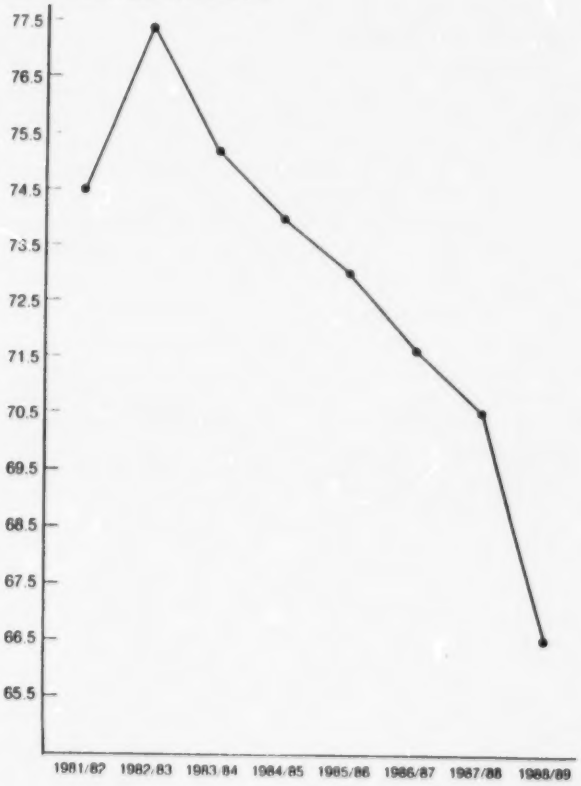
Fuel Consumption and Distance Driven

for the fiscal year ended March 31, 1989, with comparative figures for the previous seven fiscal years.

(a) Litres of fuel (millions)



(b) Kilometres driven (millions)



Purchasing

Purchasing is the central agency responsible for the acquisition of goods and services for all departments and certain boards, commissions and agencies. Its responsibilities include maintaining an impartial competitive tendering system; developing and maintaining lists of potential supply sources; developing product standards and specifications; contracting, identifying and cataloging material; consolidating requirements; and expediting contracts. The general objectives of the Purchasing Branch are to:

- provide client departments with an effective level of service when negotiating purchasing contracts;
- ensure that each purchasing contract represents a fair and reasonable cost to the government;
- ensure that all qualified suppliers are afforded an opportunity to compete for provincial government business;
- ensure that government policy on procurement of goods and services is followed;
- provide the government with information and advice to the government to assist it in making purchasing policy decisions; and
- maintain a data base of standard product descriptions and stock code numbers for use by client departments in controlling and replenishing inventory items.

Purchasing is divided into four operational components. They are a purchasing team responsible for acquiring a wide variety of commodities; a contracting officer responsible for assisting client departments in preparing and issuing service-related contracts; a standards group which provides clients with specification and material identification services; and a support group which provides data processing, record keeping and typing services.

During 1988/89, the branch processed 14,400 requisitions containing 77,000 goods and services items and issued 19,500 purchase documents valued at approximately $105.5 million. An additional 52,500 field orders valued at $13.5 million were monitored. Compared to 1987/88, these figures represent a 14% increase in dollar value and a 4% increase in the number of purchase documents issued.

1987/88 Highlights

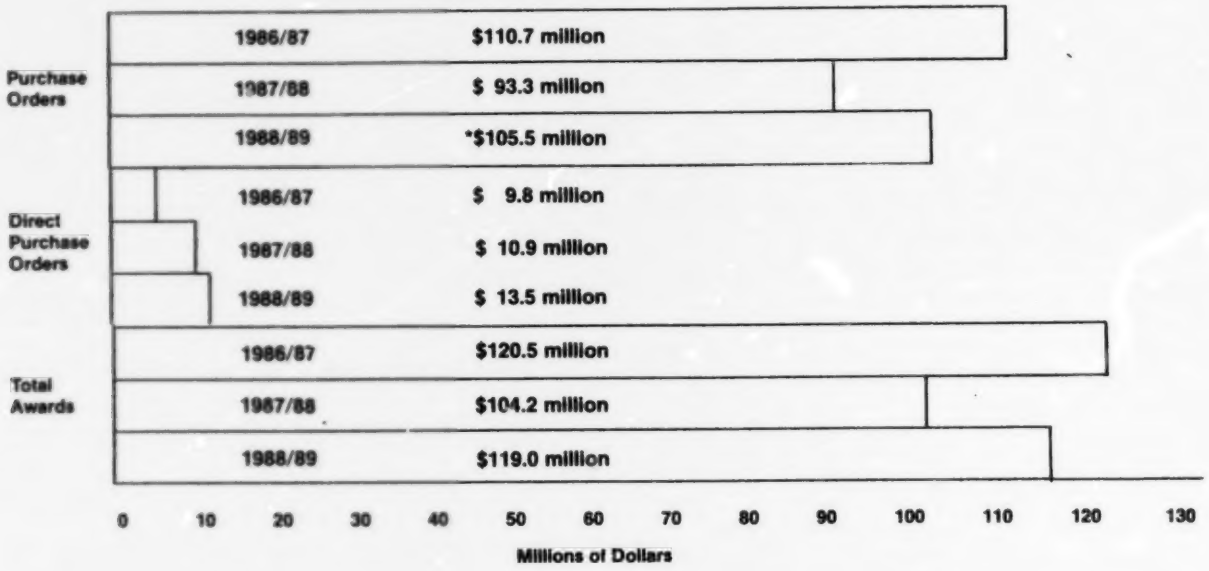
- Of the $119 million in goods and services purchased, approximately $87.5 million (73%) were awarded to Manitoba suppliers; $30.9 million (26%) to suppliers in other parts of Canada; and $.6 million (1%) to international suppliers.
- Of the $87.5 million awarded to Manitoba suppliers, approximately $11.6 million were awarded to rural suppliers. Rural businesses, especially garages and bulk fuel dealers, also benefited indirectly through tendered fuel contracts and fleet vehicle credit card purchases.
- Savings of approximately $14.2 million could be attributed to the tendering process, being the difference between the price paid and the next lowest prices.
- Efforts to further improve suppliers' awareness of the government's procurement policies consisted of participation in trade shows designed to display material and equipment purchased by the government; an increased number of supplier liaison visits; and distribution of information on procurement policies and practices through various Chambers of Commerce.
- Policy and procedural seminars for government employees were conducted at several locations in the province. Topics included requisitioning, forecasting requirements, specifications and standards, direct purchasing, standard cataloging forms, and new ordering procedures for stationery.
- Efforts to promote Manitoba manufacturing continued through application of the "Buy Manitoba" policy. As a result, awards in favour of provincially manufactured products totalled $744,051. The cost of awarding contracts to Manitoba-based companies was $22,003 and the estimated indirect return to the Manitoba economy was $53,906, for a net gain of $31,903.
- Procurement details and policy advice were provided on issues such as product pricing and supply methodologies for telecopiers and land development.
- Quality assurance tests were conducted on a random basis to ensure products complied with written specifications, especially those regarding fire retardant materials.
- Government officials from the British Virgin Islands met with the branch to discuss central purchasing.

- The stationery purchasing section was transferred from Culture, Heritage and Recreation and integrated into the Purchasing Branch as another commodity group.
- Several new or unique contracts were developed and awarded during 1988/89. Some examples of these follow:
  - — A tender package was developed in conjunction with Manitoba Highways and Transportation for the provision of a Manitoba Photo Driver License Program throughout the province; and
  - — Contracts for furniture delivery and set-up, medical equipment distribution and records pickup were developed and awarded.
- In addition to the acquisition of goods and services, the Purchasing Branch participated in a number of federal/provincial task forces and committees including the Public Sector Procurement Data Network; Reduction of Interprovincial Trade Barriers; Improving Access to Government Procurement; and the Western Canadian Procurement Initiatives.

Figure #7

Purchasing Awards and Summary Comparisons

for the fiscal years 1986/87, 1987/88, and 1988/89.



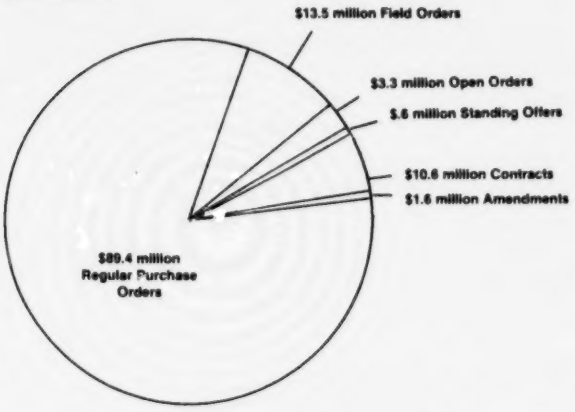
*Includes stationery items not reflected in prior years.

Figure #8

Purchasing Activity By Type Of Acquisition

for the fiscal year ended March 31, 1989.

Total
$119 million



DEFINITIONS:

Regular Orders: purchases resulting from requisitions forwarded to Purchasing for tender and award of purchase orders.

Field Orders: purchases resulting from Direct Purchase Orders placed in the field by various departments.

Open Orders: standing agreements negotiated by Purchasing that enable specific departments to order as required.

Standing Offers: agreements issued by Purchasing based on forecasted annual government-wide requirements for specific commodities. These agreements enable goods to be released on a required basis.

Amendments: order changes.

Contracts: formal agreements for the supply of goods or services, subject to complex terms and conditions.

Figure #9

Purchasing Activity On Behalf Of Departments

for the fiscal year ended March 31, 1989.

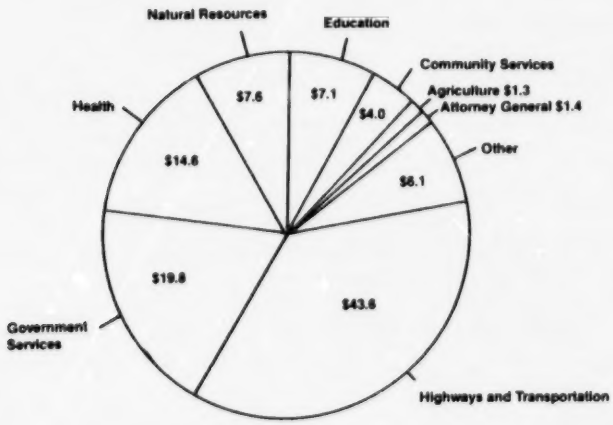


Figure #10

Twenty Largest Commodity Values

for the fiscal year ended March 31, 1989.

Description	Number of Purchase Orders	Value
Petroleum Products — Fuels, Lubricants, Asphalt	495	$24,483,755
Contracted Services	377	14,509,421
Vehicles — Automobiles, Trucks, School Buses	170	8,793,291
Industrial Chemicals	155	5,059,641
Food	1,409	6,333,239
Scientific Products	1,055	4,313,901
Medical Products	795	3,198,244
Metal-fabricated Products	664	2,975,377
Chemical-related Products	818	2,706,761
Special Industrial Machinery	254	2,510,879
Safety Equipment	415	2,370,490
Non-metallic Mineral Products	210	2,316,835
X-Ray-related Equipment	96	2,316,614
Electronic Equipment	1,586	2,226,205
Pharmaceutical Drugs	146	2,076,143
Furniture and Fixtures	659	1,784,862
Office Stationery	2,678	1,262,475
Tractors and Special Machinery	129	1,163,453
Janitorial Supplies	467	982,726
Tires and Tubes	282	915,396
Total	12,860	$92,299,708

Material Supply

Material Supply maintains centralized stocks of commonly used items such as stationery supplies, office furniture and furnishings, construction material, janitorial supplies, uniforms and environmental clothing.

In addition, the branch provided the following services to departments and approved agencies:

- transportation of material and office relocation moves;
- short and long-term storage of material and equipment;
- disposal and sales of surplus government material and assets;
- redistribution between departments of surplus material and assets; and
- consultative services on material handling equipment, storage aids and layouts.

In 1988/89, Material Supply arranged for the sale of surplus fleet vehicles and other surplus assets from various departments resulting in the return of $563,458 to Consolidated Revenue. A further $232,229 was deposited to other accounts including $112,346 on behalf of the Public School Finance Board. The total from all these transactions was $795,687. Obsolete furniture estimated at $12,212 was donated to 54 nonprofit organizations.

Commercial moving costs during 1988/89 for interdepartmental material and office relocations totalled $70,412.

Short and long-term storage services were provided for 19 branches and 14 departments including the maintenance of inventory records and deliveries upon request. Approximately 10,000 square feet of indoor storage space was allocated for this service.

In 1988/89, Material Supply maintained an average inventory of $1,034,230, with a turnover rate of 4.59. Through the use of a modified economic order quantity system, the inventory levels have been restricted to the lowest acceptable levels without detriment to client service.

Figure #11
Comparative Sales From Inventory

	1986/87	1987/88	1988/89
Furniture	$715,128	$1,022,735	$ 789,406
Janitorial	907,128	897,597	892,406
Construction	344,163	351,194	350,224
Clothing	222,717	248,618	283,545
*Stationery	—	—	2,153,094
	$2,189,175	$2,520,144	$4,468,682

*Responsibility for stationery items was transferred to Manitoba Government Services, effective August 1, 1988.

Figure #12

Surplus Sales by Public Auction And Tender

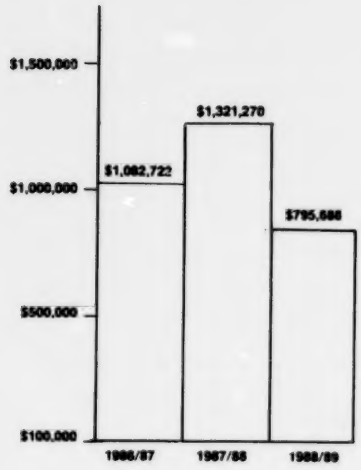
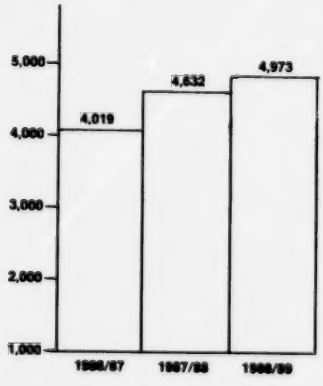


Figure #13

Line Items Issued

Furniture



Clothing

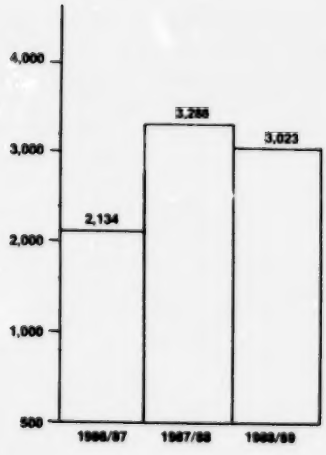


Figure #14
Line Items Issued

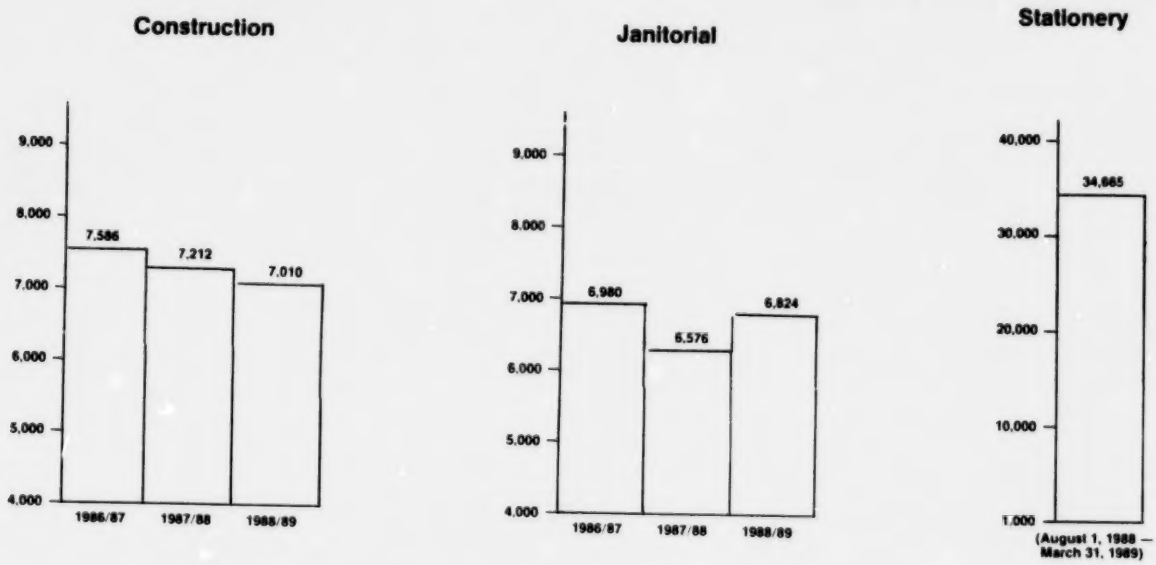
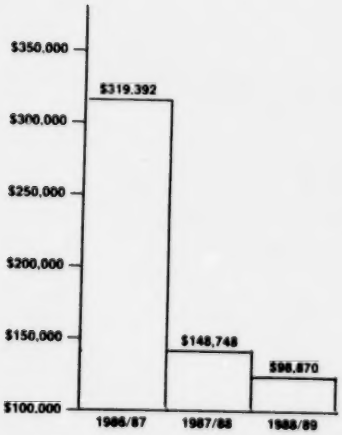


Figure #15
Redistribution of Surplus Assets



Office Equipment Services

Office Equipment Services is responsible for the supply and servicing of government office machines and equipment. Machines are categorized into classes and rented at a monthly rate which includes all replacement, maintenance and overhead costs.

As of March 31, 1989, the inventory of office machines was 14,735 pieces consisting of calculators, dictators, transcribers, tape recorders and typewriters. In addition, audiovisual equipment such as overhead projectors, transparency makers and movie projectors is available for training purposes on short-term loan to client departments.

The "standing offer" approach to awarding contracts to all copier vendors meeting the government's terms and conditions continued to result in a reduction in per copy cost, particularly on one and two-year rental contracts. The prime objective of this concept is to provide copiers at minimal cost based on departmental requirements.

Machine servicing and repairs were carried out by six branch machine technicians and through private sector contractual arrangements. During 1988/89, the branch arranged service on 1,937 commercial contract repair calls, 2,370 in-house repair calls, 2,050 in-house shop repairs and 1,089 preventative maintenance calls.

Office Equipment Services continued to facilitate equipment standardization to achieve volume discounts, especially in the initial bulk purchase of machines and subsequent bulk purchasing of spare parts, maintenance and service. By taking advantage of bulk and standard specifications, the branch was able to reduce the cost of office equipment relative to list prices by the following percentages:

- Electronic typewriters 54%
- Desk Dictation Equipment 66%
- Printing Calculators 46%
- Service Contracts 47%

Office Equipment Services provides government departments with advice regarding machine evaluations and selections and is responsible for the reassignment of surplus rental equipment. The branch evaluates and makes recommendations on new office machines, telephone recorders, specialized teletype machines and cellular phones. In 1988/89, the use of electronic typewriters continued to increase in typing stations and classrooms where high levels of reliability and productivity are required.

Telecommunications

The branch is responsible for the centralized management of telecommunications within government. Responsibilities include coordinating the installation, relocation and removal of telecommunication services; evaluating requirements; providing technical support; maintaining service standards; and managing long-distance telephone service networks.

Telecommunications performs a variety of activities to ensure that client departments receive an acceptable and cost-efficient service. These include negotiating requirements with the Manitoba Telephone System (M.T.S.) and other telecommunication suppliers; arranging schedules for service dates; and subscribing to centralized volume purchasing of toll network services such as Wide Area Telephone Service (W.A.T.S.). Telecommunications also evaluates long distance services to ensure their effectiveness and efficiency and makes recommendations on how they may be improved.

During 1988/89, 2,427 supply orders were issued for the provision of telecommunication services and over 823 on-site visits were made to review and analyze telecommunication system requirements. A total saving of $107,000 was effected due to the negotiation of telephone rental agreements with M.T.S. W.A.T.S. expenditures for 1988/89 totalled $1,607,612. The use of this service, rather than Long Distance Dialing (D.D.D.), saves the government in excess of $480,000 each year. It also provides greater accountability and enables Manitoba Government Services to recover costs from client departments.

Government of Manitoba telephone operators on the Winnipeg and rural switchboards provide directory and informational services to the public and direct In-W.A.T.S. calls to Members of the Legislative Assembly and government offices subscribing to the service.

Telecommunications also coordinates the acquisition of electronic messaging services and provides centralized facilities for the transmission and receipt of message communications by Envoy, telex and telecopiers. A total of 66,742 messages were sent, received and distributed throughout government during 1988/89, an increase of 41% over 1987/88. The use of telecopiers also increased substantially during the year and services are now provided at the provincial buildings in Brandon, Dauphin, Beausejour, The Pas and Thompson, as well as the Woodsworth, Legislative and Norquay Buildings in Winnipeg.

Cellular telephone service was introduced to client departments in 1988/89. Cellular equipment, which is marketed by private industry, is procured through the Purchasing Branch's tendering system and network facilities are provided by M.T.S. Specifications, procurement and analysis of requirements are coordinated through the branch.

Postal Services

Postal Services is part of the Telecommunications Branch and is responsible for the centralized processing and distribution of government mail. Postal Services' central facility is located at 200 Vaughan Street, Winnipeg, with depots at three other major buildings in Winnipeg and seven provincial buildings throughout the province.

The branch handled a total 14.7 million pieces of mail in 1988/89, including 2.9 million pieces of interdepartmental mail. In-house mail is delivered the next day within Winnipeg and delivery to the rural areas has been reduced this year from three to two days. The average pickup and delivery cost for each piece of interdepartmental mail was 4.4¢. If this service had been provided through conventional means, the average cost of each piece would have been 52.8¢. Overall savings to the government through distribution of its own mail was in excess of $1.4 million in 1988/89. The total postage expenditure incurred by Manitoba Government Services for Canada Post mail was $4,088,147, a decrease of $217,715 from the previous year due in part to new initiatives which more than offset increases in postage rates.

Major initiatives implemented by the branch included a computerized Track and Trace System for "Signature Service" and Priority Post; the centralization of telecopiers in provincial buildings; and the use of Canada Post bulk rates whenever possible.

Postal Services continues to provide consulting services to government departments on mail preparation and handling procedures to ensure mail is processed, received and dispatched according to Government of Canada postal regulations. The branch is also responsible for the acquisition and maintenance of postal equipment throughout government.

Project Services

The Project Services Division provides accommodation planning, project management, acquisition, and design services to government departments, boards, commissions and agencies. The division consists of four branches: Land Acquisition, Design, Project Management and Corporate Accommodation Planning. The 1988/89 accomplishments and initiatives follow.

Land Acquisition

The Land Acquisition Branch is responsible for the appraisal and acquisition of real property for departments and government agencies as well as the disposal of surplus buildings and land. The head office is located in Winnipeg and offices responsible for processing Western Manitoba requirements are in Brandon and Dauphin.

In 1988/89, the branch negotiated 588 property acquisitions by mutual agreement and acquired 103 properties by expropriation. These acquisitions comprised approximately 1,700 hectares of land totalling approximately $4,886,800. In addition, compensation of $3,089,895 was paid out for property previously acquired for the North Portage Redevelopment Scheme and the Winnipeg Core Area Initiative Project. The branch also acquired 20 parcels of urban land at a cost of $958,993 and carried out 58 appraisals which were not part of the acquisition process.

During 1988/89, the branch continued to be involved in such major projects as the twinning of P.T.H. #75 between St. Agathe and Morris and the twinning of P.T.H. #44 between Garson and Tyndall. Other high profile rural projects were the traffic interchange at the Portage la Prairie bypass and P.R. #240; upgrading P.T.H. #5 and #10 west of Dauphin; upgrading of service roads and improvements to the interchange on P.T.H. #1 West between 1st and 18th Streets in Brandon; and stabilization of the river bank and road improvements on P.R. 238 (River Road). As well, Land Acquisition initiated preliminary negotiations for acquiring property for the Carman Diversion which is a flood protection program under the Water Resources Branch of Manitoba Natural Resources.

There were no new major urban projects during the year but negotiations continued toward settlement of compensation claims for the North Portage Redevelopment Scheme and the Winnipeg Core Area Initiative Project.

The branch also participated in the disposal of 38 surplus properties on behalf of various government departments and agencies totalling approximately $186,100 and 17 abandoned railway lines where most of the land is being sold to adjacent owners at a flat fee per quarter section. Approximately 70 transfers of title took place.

In 1988/89, Manitoba Government Services embarked upon a major program of generating revenue for the government through the sale of surplus land and buildings, resulting in Land Acquisition conducting extensive research to identify the surplus properties. In addition, the branch continued transferring titles of various properties to Manitoba Properties Inc.

Design

The Design Branch is a multidisciplinary design agency which provides in-house professional and technical services for programming, design, construction and occupancy of new and existing government accommodation. The branch consists of three sections: Architecture, Engineering and Interior Design. Since project design requirements are generally multidisciplinary, the activities of these sections are highly interrelated and interdependent.

Design activities and production are directed and managed on an assigned project basis, normally in the order requests for service are received. However, clients' needs or construction timing may cause other priorities to take precedence over the planned order of work.

The Design Branch generally undertakes smaller design projects while private consultants are usually commissioned for major work. In 1988/89, branch activities included:

- completing 197 architectural, engineering and interior design projects;
- completing 216 furniture and furnishing projects;
- operating, maintaining and expanding the Provincial Art Program which comprises approximately 1,890 pieces of art;
- completing 109 individual sign projects plus implementing a maintenance and upgrading program for major sign systems; and
- providing conceptual project costs including all capital works considerations.

During the year, the branch also continued with an implementation plan to improve and expand upon the automated drafting system.

Corporate Accommodation Planning

Corporate Accommodation Planning is responsible for producing an overall government accommodation strategy; developing policy, procedures and guidelines for accommodation requirements; projecting client departments' long-range accommodation requirements; and participating in the review of capital project requests during the annual Estimates Review.

In 1988/89, the Urban Winnipeg Office Accommodation Strategy was approved in principle. The Strategy will serve as a guideline for Manitoba Government Services to manage its client departments' existing and future accommodation requirements more effectively.

The proposed sale of the Fort Osborne Complex was a major initiative for the branch in 1988/89. Corporate Accommodation Planning, in conjunction with Manitoba Culture, Heritage and Recreation and private consultants, were involved in the preparation of a proposal call for the sale and development of the site's 16.7 acres; evaluation of the development proposals; and a relocation strategy for transferring approximately 350 civil servants to other locations. If the property is sold, the branch, in cooperation with outside consultants, will proceed with negotiations to finalize the sale and development agreement and implement the relocation strategy.

Corporate Accommodation Planning also developed a schedule for the implementation of barrier-free access renovations to 41 government buildings. This schedule will be monitored on a yearly basis.

In accordance with the guidelines of the Corporate Accommodation Strategy, the branch analyzed existing and future government-owned accommodation. If a building is worth retaining, the site has potential for further development, and the prime occupant of the building is also located in several other areas, then the site would be considered for consolidation. The building would become an anchor building for a prime occupant. For example, the branch in conjunction with Manitoba Housing acquired the former Crescent Creamery property adjacent to the Highways Services Building at 1075 Portage Avenue. This acquisition may allow Manitoba Government Services to consolidate the operations of Manitoba Highways and Transportation in one location if desirable in the future.

During the year, three of the branch's four existing work-stations have been automated in accordance with the department's Systems Plan. Winnipeg-leased accommodation data, lease projections, property tax information, construction employment statistics and branch budgets are presently available in this automated information system.

Corporate Accommodation Planning has also initiated the development of design requirements for office building proposals which are prepared by the Design Branch. These architectural, engineering and building operating guidelines will serve as a basis of quality control for the acquisition of office accommodation.

Project Management

There are four sections in the Project Management Branch: Project Managers, Planning and Leasing, Project Control and Construction Contracts. Their objectives are to:

- manage projects within time, financial and program constraints;
- ensure the optimum use of all government accommodations; and
- coordinate all project-related activities.

Project Managers

Project Managers are responsible for planning, organizing, coordinating, scheduling and controlling work activities related to client construction and renovation projects. During 1988/89, the section managed 384 projects and completed 259.

Fire and safety upgrading programs were continued at the Brandon Mental Health Centre, Headingley Correctional Institution and the Milner Ridge Correctional Centre. As well, design work commenced for barrier-free access in several government buildings and construction started at Assiniboine Community College in Brandon, the Woodsworth and Robert Fletcher Buildings and the former Grace Hospital in Winnipeg. In addition, a long-range maintenance upgrading program was developed for the Manitoba Developmental Centre in Portage la Prairie.

During 1988/89, construction or renovations to five government buildings were completed. These included the Egg Lake Rehabilitation Centre — Phase III; the Southgrove Building in Portage la Prairie; and the Law Courts Complex, W.M. Ward Laboratory and Walter Weir Building in Winnipeg. In addition, work commenced or continued on 1550 Dublin Avenue; the Churchill Town Centre's heating conversion; consolidation of the Attorney General's department in the Woodsworth Building; the Industrial Therapy Building at the Brandon Mental Health Centre; and fire/safety upgrading at the Manitoba Youth Centre.

Particulars of some of the major projects are:

Walter Weir Building

This new six-storey 6,850 sq. metres (73,750 sq. ft.) building, purchased on a turnkey basis from the developers on August 26, 1987, provides office facilities for about 300 staff and a day care centre for 40 children.

Developer	McKeag Realty Ltd.
Total Project Cost	$6,772

Major occupants are the Manitoba departments of Municipal Affairs and Health; the Northern Flood Agreement Arbitrator; the Manitoba Disaster Assistance Board; and a day care centre for government employees.

Milner Ridge Correctional Centre

The former military facility, converted to a minimum security correctional centre in late 1988, houses 12 inmates.

Contractor	Workshop/Renovations Branch
Consultant	Design Branch
Total Project Cost	$1,943,600

Planning and Leasing

Planning and Leasing is responsible for identifying and defining space requirements for specific government accommodation projects and recommending the most cost-efficient and effective methods of providing accommodation. Other branch activities include the processing of all new construction and leasing proposals through the Estimates Review process and preparing critical analyses of new space requests for Treasury Board consideration.

Accommodation planners prepare space requirement programs; analyze accommodation alternatives; and allocate leased and owned space for maximum use. Leased property acquisition officers conduct market searches; negotiate leases; and prepare lease documentation. The section also maintains a space inventory of client department locations.

During 1988/89, Planning and Leasing prepared 90 submissions for approval of leased accommodation — seven for new or replacement space requests and 83 for renewal of existing leased premises. As well, 86 reports were prepared for space requirement programs or critical analyses. Space reallocations within existing facilities enabled the cancellation of eight previously leased locations. Figure #16 provides a breakdown of accommodation leased by Manitoba Government Services on behalf of client departments.

Figure #16

Leased Accommodation on Behalf of Government Departments

as of March 31, 1989.

Occupant/Client Department	Total Leased Area (Square metres)	*Estimated Total Annual Lease Value
A. Building Space Rentals		
Agriculture	5,786.44	$ 611,986
Attorney General	8,849.20	1,087,628
Civil Service Commission	2,927.74	453,269
Community Services and Corrections	14,616.26	1,264,106
Cooperative, Consumer and Corporate Affairs	1,553.28	177,420
Culture, Heritage and Recreation	9,608.73	905,587
Education	7,005.60	963,997
Employment Services and Economic Security	10,768.56	1,253,834
Energy and Mines	4,654.84	687,000
Environment and Workplace Safety and Health	2,278.34	370,309
Executive Council	526.65	82,877
Finance	2,165.51	346,476
Government agencies	332.76	41,169
Government Services	4,854.58	521,422
Health	7,052.21	888,355
Highways and Transportation	14,103.17	1,635,680
Housing	3,869.57	497,891
Industry, Trade and Tourism	10,687.19	1,172,920
Labour	1,177.70	144,152
Legislation	876.61	153,164
Municipal Affairs	2,277.18	297,797
Natural Resources	18,162.02	1,908,863
Non-departmental (common areas)	212.74	24,431
Northern Affairs	1,196.49	161,657
Not assigned	65.03	7,291
Building Space Totals:	135,608.40m²	$ 15,659,281
B. Land Only Rentals		
Community Services	55.74	$ 2,520
Environment and Workplace Safety and Health	37.16	1,560
Government Services	3,455.88	0
Highways and Transportation	39,808.93	27,201
Natural Resources	891.84	6,292
Urban Affairs	37.16	1,680
Land Only Totals:	44,286.71m²	$ 39,253
C. Grand Totals:	179,895.11m²	$ 15,698,534

*Excluding operating and escalation costs for a number of leases not calculated on a gross basis.

Project Control

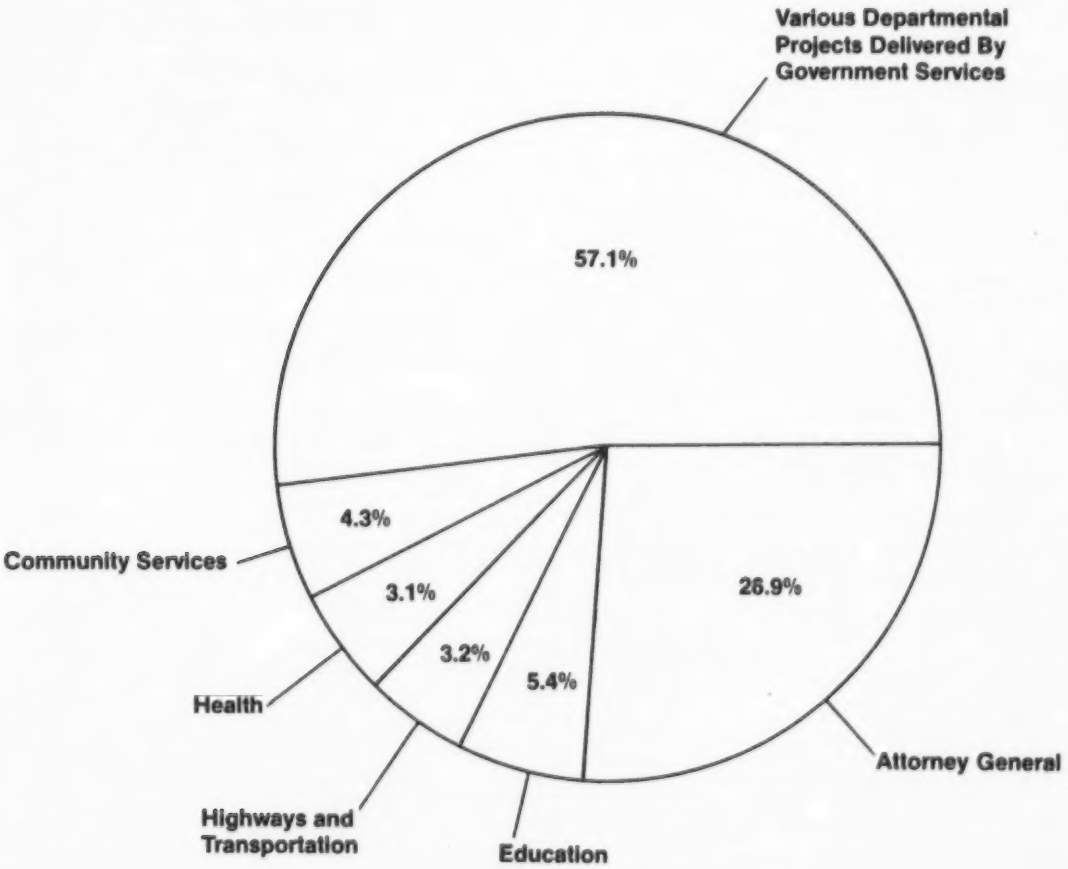
Project Control is responsible for providing and maintaining a project cost and commitment system and monitoring all projects undertaken by the Project Services Division. During 1988/89, the section processed 1,330 requests for services. Figure #17 depicts acquisition/construction expenditures administered on behalf of client departments.

Figure #17

Acquisition/Construction Expenditures Administered By Project Services On Behalf Of Government Departments

for the fiscal year ended March 31, 1989.

1988/89 Total
$19 million



Construction Contracts

Services provided by Construction Contracts include:

- obtaining bids for construction work;
- preparing construction contracts;
- processing change notices, change orders and progress payments;
- preparing professional and technical service contracts;
- processing consultant fee payments;
- overseeing bonding, insurance and lien holdback requirements for contracts; and
- advising consultants and departmental staff on government contract policies and practices.

Figures #18 and #19 list the consultants and contractors employed for acquisition/construction projects during 1988/89. Appendix "C" lists the bids received.

Figure #18

Fee Payments to Building Construction Consultants

for the year ended March 31, 1989.

Name of Firm	*Payments
Arnovitch & Leipsic Consultants	$ 50,624
Wayne Stephen Bissky Architect	7,887
Cohlmeyer Hanson Architect & Designer	27,403
Cooper Rankin Architects	52,369
Michael J. Cox Architect	71,973
Denis Jesson Architect Inc.	82,152
Friesen Tokar Reynolds Rhoda Neufeld Architectural Partnership	41,784
Gaboury Associates Architects Inc.	512,369
GBR Architects	14,898
Giovanni Geremia Architect	4,353
Marshall Haid Associates Limited	195,552
H. Peter Langes Architect	11,766
Llewellin Simon Associates	7,341
McDonald Engineering & Testing Limited	2,760
Number Ten Architectural Group	23,788
Poetker Engineering Consultants	14,615
Prairie Partnership Architects	343
Richard R. Prins Architect	4,313
Scouten Mitchell Sigurdson & Assoc. Limited	4,500
Snider & Tomcej Architects	5,847
Stechesen Katz Architects	50,282
J.R.D. Turner Architect	22,954
Total	$1,209,871

** The fee payments include substantial amounts for disbursement to subconsultants.*

Figure #19

Payments To Construction Contractors

for the fiscal year ended March 31, 1989.

Name of Firm	*Payments
ABCO Supply & Service Ltd.	228,561
AFG Glass Inc.	119,956
Air Movement & Mechanical Services Ltd.	5,865
Allmar Distributors Ltd.	46,182
Alumicor Limited	182,379
Aurora Construction Ltd.	60,279
Belle-Fosh Signs Ltd.	14,126
Bird Construction Co. Ltd.	89,887
Bockstael Construction (1979) Ltd.	14,730
C.J. Rental & Contracting	36,975
Camco-Redboine (1979) Ltd.	42,884
Carlson Decorating & Sandblasting Co. Ltd.	2,203
Central Canadian Structures	51,226
Wm. Clark Roofing (Sask.) Ltd.	67,930
Cobbe's Plumbing & Heating Ltd.	322,385
Comstock Canada	162,194
Dineen Construction Ltd.	5,023
Dover Corporation (Canada) Ltd.	63,750
Fabris & Watts Ltd.	91,224
Gardon Construction Ltd.	93,001
Kenwest Builders Ltd.	42,441
Koch Stainless Products Ltd.	12,480
Kostick Electric (1972) Ltd.	27,887
Krahn Bros. Sheet Metal	54,671
Kummen-Shipman Limited	34,958
Life Protection Inc.	571
Master Plumbing & Heating Co. Ltd.	7,310
McGimpsey Plumbing & Heating Ltd.	82,325
Keith McGregor Construction Ltd.	32,450
Motorola Limited	48,973
Nodge Construction Lted.	58,182
Nor-Man Electrical/Mechanical Ltd.	7,072
Norco Industries Limited	38,798
Nu West Decorating Ltd.	10,139
Pecor Construction Ltd.	83,805
Ed Penner Construction Ltd.	114,562
D. Phillips Acoustic Services Ltd.	8,269
Provincial Floorcraft Ltd.	45,531
RCA Inc.	219,534
Regent Construction Co. Ltd.	300,754
Robin Electric Co. Ltd.	60,393
Sandor Construction Ltd.	62,900
Schmidtke Millwork Ltd.	68,780
Security Decorating Ltd.	43,766
Shopost Iron Works Ltd.	2,321
Sperling Welding Inc.	51,717
State Contractors Inc.	21,904
Steldor Hardware Ltd.	9,388
Westland Construction Ltd.	28,481
Winnipeg Paint & Glass	42,464
Total	$3,323,586

** This list includes payments made through Construction Contracts. Payments on contracts with a total value of less than $25,000 are not included.*

Appendices

Appendix "A" — Land Value Appraisal Commission Annual Report

Appendix "B" — Manitoba Disaster Assistance Board Annual Report

Appendix "C" — Projects Tendered

Appendix "D" — Service Contracts Tendered

Appendix "E" — Gimli Properties Tenants

Appendix "A"

Manitoba

Land Value
Appraisal Commission

Room 1220
Imperial Broadway Tower
363 Broadway
Winnipeg, Manitoba, CANADA
R3C 3N9

March 31, 1989

The Honourable Albert Driedger
Minister of Manitoba Government Services
203 Legislative Building
Winnipeg, Manitoba
R3C 0V8

Dear Mr. Minister:

On behalf of the Commission, I am pleased to submit the report of the Land Value Appraisal Commission for the year ended March 31, 1989.

During 1988/89, public hearings were held in the Imperial Broadway Tower, 363 Broadway, Winnipeg, and out-of-town public hearings were held at a time and place requested by the owner or acquiring authority. In addition, the Commission met to inspect property, deliberate on evidence given at public hearings and make decisions. The following is a summary for the period April 1, 1988 to March 31, 1989:

	Hearings & Meetings	Freehold Interests	Leasehold Interests
Winnipeg	45	148	3
Gilbert Plains	1	1	—
	46	149	3

The Commission held public hearings in connection with land being acquired by the Land Acquisition Branch for the departments of Agriculture, Government Services, Highways and Transportation, Housing, Natural Resources and Urban Affairs. The Commission also certified the market values of the residences of seven transferred government employees.

There were 18 owners present at the public hearings and 10 owners were represented by counsel. There were 10 contentious cases and 142 agreements, comprising a total of 149 properties including the leasehold interests of three tenants considered by the Commission. A total of 150 Certificates of Compensation were issued. In addition, one Manitoba Highways case required more than one sitting to hear all the evidence.

The Director of the Land Acquisition Branch is empowered to accept agreements on which settlements of less than $5,000 are reached with owners. The Commission briefly reviewed these files each week to keep fully informed of all acquisitions. There were a total of 536 properties covered in this category.

It is frequently difficult to reconcile differences between the acquiring authority and the owners. The Commission has endeavoured to render fair judgments of compensation in these cases. Any doubt is usually resolved in favour of the property owners.

The Commission appreciates the cordial relationship which exists with Mr. deZeeuw, Director of Land Acquisition, and his staff. Mr. Krutish, Secretary of the Commission, and his staff have discharged their duties efficiently.

My colleagues, Vice-Chairperson H. Unruh, Mrs. Barnett, Messrs. Campbell and Sawatzky have been conscientious and cooperative in their duties as Commission Members.

All of which is respectfully submitted.

Cameron Harvey

Cameron Harvey, Q.C.
Chairperson

Appendix "B"

Manitoba

Government Services

Manitoba Disaster
Assistance Board

207 Donald Street
Winnipeg, Manitoba, CANADA
R3C 1M5

(204) 945-3050

March 31, 1989

The Honourable Albert Driedger
Minister of Manitoba Government Services
203 Legislative Building
Winnipeg, Manitoba
R3C 0V8

Dear Mr. Minister:

On behalf of the Board, I am pleased to submit the report of the Manitoba Disaster Assistance Board for the year ended March 31, 1989.

During 1988/89, the Board completed the following disaster assistance programs:

- loss of fishing equipment in Easterville as a result of a severe storm on August 30, 1987;
- loss of fishing equipment in St. Ambroise, Delta and Westbourne as a result of a severe storm on December 9, 1987;
- 1988 spring flooding on the Indian Birch Reserve — the federal government reimbursed the province 100% for the costs of this program;
- cleanup costs in the Rural Municipalities of Gimli and Victoria Beach, the Town of Gimli and the Local Government District of Alexander as a result of a severe windstorm on June 24, 1988;
- cleanup costs on the Fort Alexander Indian Reserve as a result of a severe windstorm on June 24, 1988 — the federal government reimbursed the province 100% for the costs of this program; and
- loss of fishing equipment in Easterville as a result of a severe storm on September 30, 1988.

The Board has also been involved in the following disaster assistance programs which have been carried over to 1989/90:

- 1988 spring flooding in the Swan River area — this program will be cost-shared with the federal government based on a formula outlined in the Disaster Financial Assistance Policy;
- fire damages in the Local Government District of Armstrong as a result of a severe fire on April 29, 1988; and
- windstorm damages in the Local Government District of Armstrong as a result of a severe windstorm on June 24, 1988.

The Board submitted two reports in 1988/89: Fishing Equipment Losses Program in Easterville — 1987; and The Flood Assistance Program for the Peguis and Fort Alexander Indian Reserves, the Rural Municipalities of Grey, Louise, De Salaberry and the Cooks Creek Conservation District — 1987.

The Board initiated a two-year study of all the private dykes and pads in the Red River Valley. This study, when completed, will provide the government with a complete inventory of the flood protection works in the Red River Valley. If some upgrading is required, the study will determine the amount of money required.

The Board also made two major amendments to the Disaster Financial Assistance Policy. The first amendment changed the deduction on private claims from $250 or 25% of approved costs, whichever is greater, to a straight deduction of 20%. This amendment was implemented to provide a more equitable and generous system of payment determination for private claims.

The other major amendment eliminated the final step in the appeal process. This was the step whereby

Appendix "B"

claimants could appeal to the Minister of Manitoba Government Services if they were not satisfied with the decisions of the Board. With this amendment, all appeals will end at the Board level and the decision of the Board will be final.

In addition, the Board streamlined processing of claims by eliminating the need for an Order-in-Council for less than ten claims under $25,000. The Board is now authorized to compensate such a disaster with Ministerial approval only. This change should allow the Board to respond to isolated claims more promptly than in the past.

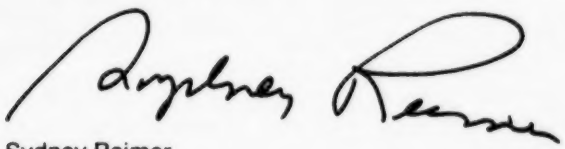
The Board has commenced the development of a seminar on the Disaster Assistance Program for municipal officials. When completed, the Board will present the seminar to municipal officials throughout Manitoba to make the municipalities more aware of the Disaster Assistance Program and the procedures to be followed when applying to the Board for assistance.

With respect to administrative costs of the Board, in the past eight months the Board significantly reduced Board members' costs through such things as conference calls and less out-of-pocket expenses for meals, mileage and accommodation.

The Board appreciates the work of Mr. Joseph Masi, Secretary to the Board, and his staff, who have discharged their duties efficiently.

My colleagues, Lorne Boguski, Vice-Chairperson, and Lois Edie, Board Member, have been conscientious and cooperative in their duties.

Respectfully submitted,



Sydney Reimer
Chairperson

Appendix "C"

Construction Projects Tendered Valued At $25,000 And Over[1]

for the fiscal year ended March 31, 1989.
**Indicates Award of Contract*

Location and Project	Amount Tendered
Leaf Rapids — Town Centre	
(Roof membrane replacement)	
* North End Roofing Limited	$ 58,070
Lansard Bros. Roofing	61,789
Oakwood Roofing	68,645
Flynn Roofing	75,000
Clark Roofing (Sask.) Limited	79,394
Master Roofing Limited	91,184
Transcona Roofing	97,255
Vic West Steel Roofing	109,956
Churchill — Town Centre	
(Oil heating conversion to electric/oil/propane)	
* ABCO Supply & Service Limited	217,846
Nor-Man Electrical/Mechanical	233,863
B & D Plumbing & Heating Limited	269,842
Egg Lake — Rehabilitation Centre	
(Mechanical Work)	
* McGimpsey Plumbing & Heating	93,000
Nor-Man Electrical/Mechanical	112,786
B & D Plumbing & Heating Limited	129,200
Portage La Prairie — Manitoba Development Centre	
(Roofing Repairs)	
* Clark Roofing	67,930
Oakwood Roofing	70,000
Flynn Roofing	73,166
Transcona Roofing	73,948
Master Roofing Limited	75,000
Lansard Bros. Roofing	86,410
Norwin Roofing Limited	97,298
Minnedosa — Courthouse	
(Roof framing repairs and re-roofing)	
* Ed Penner Construction Limited	115,312
Headingley — Correctional Institution	
(Replacement range bars)	
* Sperling Construction Limited	53,267
Davian Construction Limited	59,250
Pecor Construction Limited	65,880
Nodge Construction Limited	70,972

[1]This Appendix includes both long-term and short-term projects.

Appendix "C"

Projects Tendered Valued At $25,000 And Over (cont'd)

for the fiscal year ended March 31, 1989.
**Indicates Award of Contract*

Location and Project	Amount Tendered
The Pas — Correctional Institution	
(Seamless epoxy flooring)	
* Fabris & Watts Limited	$ 91,224
Milano Tile Company Limited	94,381
Vector Construction	99,945
Western Industrial Products	115,000
Winnipeg — Norquay Building	
(Fire/safety upgrading and freight elevator modifications)	
Winnipeg Elevator (1978) Limited	15,562
* Dover Corporation (Canada) Limited	78,450
(The lower bid was based on less work than specified and therefore rejected.)	
Thompson — Provincial Office Building	
(Sidewalk replacement)	
* C.J. Rental & Contracting Limited	36,975
Bud Construction	39,975
Winnipeg — Courts Building, 373 Broadway	
(Carpeting and rubberbase work)	
* Provincial Floorcraft Limited	34,000
Navin Enterprises Limited	36,667
Decor Floors Inc.	37,200
Ken's Carpets	45,000
Egg Lake — Rehabilitation Centre	
(Waste water treatment lagoon)	
* Aurora Construction Limited	87,499
Mac's Rentals	88,800
Grewinski Trucking	93,596
E.F. Moon Construction	113,881
G.W. Handford Limited	133,370
Winnipeg — 164 Isabel Street	
(Security upgrading)	
* Kenwest Builders Limited	31,855
Cannon Construction Inc.	39,900
Pecor Construction Limited	40,953
Altoba Development	43,946
Anders Construction Company Limited	44,299
Kona Construction	44,865
Dave Bays Enterprises	47,239
Langreen (1984) Limited	48,370

Appendix "C"

Projects Tendered Valued At $25,000 And Over (cont'd)

for the fiscal year ended March 31, 1989.
**Indicates Award of Contract*

Location and Project	Amount Tendered
Winnipeg — 1550 Dublin Avenue	
(Piles and concrete)	
* Norco Industries Limited	$ 41,623
Altoba Development	44,970
McEwen Bros.	48,893
(Metal fabrication)	
* Tatra Ornamental Iron Works	6,760
(Exterior Cladding)	
* Central Canadian Structures	61,847
(Masonry Work)	
* Granite Masonry Ltd.	19,960
Hardam Masonry	23,125
Ansco Enterprises Ltd.	23,300
Ernie Keller Contractors Ltd.	28,667
Baltic Masonry Man. Ltd.	37,047
(Overhead Doors)	
* Red River Door Systems Inc.	14,962
Overhead Door of Winnipeg Ltd.	15,000
Stylecraft Overhead Doors	15,379
Reimer Overhead Doors	18,800
Hanover Doors	18,897
Headingley — Correctional Institution	
(Exit stairs and fire/safety upgrading)	
* Regent Construction Company Limited	476,257
Altoba Development Limited	477,000
Foresight Constructors	487,800
Pecor Construction Limited	493,205
Bockstael Construction	497,000
Bird Construction	498,790
Ellwood-McRorie Limited	519,842
Anders Construction	522,765
Westland Construction	544,688
Winnipeg — Woodsworth Building	
(Balanced entry door system)	
* AFG Glass Centre	67,956
Darr Distributors Limited	68,792

Appendix "C"

Projects Tendered Valued At $25,000 And Over (cont'd)

for the fiscal year ended March 31, 1989.
**Indicates Award of Contract*

Location and Project	Amount Tendered
Brandon — Mental Health Centre	
(Demolition of former laundry building)	
* Keith MacGregor Construction	$ 32,450
Paragon Industries Limited	33,340
C & C Construction	34,585
Rakowski Cartage & Wrecking	38,440
Cando Contracting Limited	51,280
Richard Cumming & Dobbie	56,650
Mac's Rental Limited	64,500
Trail King Limited	72,356
Various Locations	
(Border crossing signage and flag displays)	
* Shopost Iron Works	102,570
Crocus Developments Limited	133,061
Electra Sign	142,183
Cannon Construction	174,500
Claude Neon Limited	188,247
Belle Fosh Signs Limited	218,862
Winnipeg — Manitoba Youth Centre	
(Fire/safety upgrading of cottages)	
* Bird Construction Company Limited	1,209,914
Bockstael Construction (1979) Limited	1,214,000
Kelsey Construction Company Limited	1,226,077
Gardon Construction Limited	1,242,632
Taubensee Construction Company Limited	1,244,927
Pace-Greentree Builders Inc.	1,253,067
Hadath Construction Limited	1,270,571
Norco Industries	1,289,878
C.T.G. Construction	1,358,000
Winnipeg — Seven Oaks Centre	
(Window upgrading)	
* Nodge Construction Limited	47,652
Sandor Construction Limited	49,950
Langreen (1984) Limited	60,176
Allied Aluminum Limited	105,750

Appendix "C"

Projects Tendered Valued At $25,000 And Over (cont'd)

for the fiscal year ended March 31, 1989.
**Indicates Award of Contract*

Location and Project	Amount Tendered
Brandon — Mental Health Centre	
(New Industrial Arts Building Construction)	
* Gardon Construction Limited	$ 461,717
Foresight Constructors	468,327
Altoba Development	471,000
Ed Penner Construction	473,587
Gaiser Builders Limited	479,000
Pace Greentree Builders Inc.	480,128
Ben Wiebe Construction	480,850
Ellwood-McRorie Limited	483,000
Hoffman Construction	514,180
Crane Steel Structures	538,163
Winnipeg — Vaughan Street Detention Centre	
(Exterior concrete and masonry work)	
* Sandor Construction Limited	80,350
Selkirk — Mental Health Centre	
(Infirmary Building air conditioning renovations)	
* Krahn Bros. Sheet Metal	39,446
I.V.C. Limited	41,580
Camco Redboine (1979) Limited	41,663
Future Ventilation Limited	42,900
Basar Heating & Air Conditioning Limited	44,000
Winnipeg — Robert Fletcher Building	
(Barrier-free access alterations)	
* Nodge Construction Limited	27,651
Foresight Constructors Limited	27,962
Triple L Construction Limited	28,339
Hadath Construction Limited	28,549
Westland Construction Limited	29,900
Sandor Construction Limited	30,900
Kenwest Builders Limited	31,000
Winnipeg — Legislative Building	
(Skylight Reconstruction)	
* Furby Sales	30,500
Winnipeg — 189 Evanson Street	
(Barrier-free access alterations)	
* Nodge Construction Limited	25,760
Foresight Constructors Limited	27,700
Westland Construction Limited	27,900
Sandor Construction Limited	28,700
Triple L Construction Limited	29,212
Kenwest Builders Limited	29,690
Hadath Construction Limited	30,485

Appendix "C"

Projects Tendered Valued At $25,000 And Over (cont'd)

for the fiscal year ended March 31, 1989.
**Indicates Award of Contract*

Location and Project	Amount Tendered
The Pas — Keewatin Community College	
(Renovations to existing students' residence)	
* Foresight Constructors Limited	$ 949,616
Hadath Construction Limited	959,835
Levasseur Construction Inc.	973,000
Gardon Construction Limited	994,153
Norco Industries Limited	996,177
Ed Penner Construction Limited	1,009,900
Westland Construction Limited	1,019,148
Kelsey Construction Company Limited	1,019,928
Winnipeg — Woodsworth Building	
(Carpeting)	
Provincial Floorcraft	77,700
* Prelude Flooring Inc.	104,821
Western Asbestos Limited	107,331
FM Design Crafts Limited	113,213
Bill Knight Flooring	113,355
Navin Enterprises Limited	128,887
D. Phillips Acoustics	134,466
(Provincial Floorcraft withdrew their bid.)	

Appendix "D"

Summary of Service Contracts Tendered

for the fiscal year ended March 31, 1989.

Service	Contracts Awarded	Total Contract Amounts
Custodial (6 month contract — Memorial Park Washroom)	1	$ 9,570
Janitorial (2-year contracts)	11	270,723
Carpet Cleaning (One-time service)	1	4,997
Fire Detection/Alarm System Maintenance (5-year contracts)	17	65,905
Demolition (One-time service)	1	3,400
Walk-off Mats (14-month contracts)	3	7,125
Security Services (2-year contracts)	3	306,953
Elevator Maintenance (5-year contracts)	6	628,683
Total	43	$1,297,356
Catering (3-year contracts)	2	$ 149,778

Appendix "D"

Service Contracts Tendered

for the fiscal year ended March 31, 1989.
**Denotes Award of Contract*

Service	Location	Company or Proprietor	Total Contract Amount
Custodial (6-month contract)	Memorial Park Washroom	* Betterbest Janitorial	$ 1,595.00/month
		D.P.E. Janitorial	2,357.00
		Pan American Cleaners	3,165.00
Janitorial Services (6-month interim service)	Walter Weir Building	* Bee-Clean (Manitoba)	3,234.00/month
		PML Maintenance Ltd.	4,249.00
		Oxford Building Cleaning	4,295.00
		Clean & Tidy Cleaning Ltd.	4,895.00
(2-year contracts) (Tender analysis and prices only)	Mechanical Division Office Manitoba Highways and Transportation	* Mario's Cleaning Service	10,838.40
		Betterbest Janitorial	10,920.00
		Image Building Cleaning	11,310.00
		Bee-Clean (Manitoba)	11,760.00
		Polar Building Cleaning	19,200.00
		Expert Building Cleaning	9,222.00
	1007 Century Street	* Deep Janitorial Service	1,022.00/month
		Bee-Clean (Manitoba)	1,320.00
		Image Building Cleaning	1,337.91
		Clean & Tidy Cleaning Ltd.	1,400.00
		Expert Building Cleaning	1,522.50
		Assoc. Building Maintenance	1,665.00
		Spartan Building Services	1,892.00
	1360 St. Matthews Avenue	* Image Bldg. Cleaning	8,268.00
		Clean & Tidy Cleaning	8,400.00
		Oxford Building Cleaning	8,424.00
		Expert Building Cleaning	9,576.00
		Bee-Clean (Manitoba)	10,200.00
		Starlite Carpet Care	22,968.00
	693 Taylor Avenue	* Deep Janitorial	15,600.00
		Clean & Tidy Cleaning	18,288.00
		Expert Building Cleaning	20,512.80
		Bee-Clean (Manitoba)	21,000.00
		Oxford Building Cleaning	21,480.00
		Assoc. Building Maintenance	21,652.00
		Image Building Cleaning	21,840.00
	Hangar T5	* Expert Building Cleaning	20,790.00
		Bee-Clean (Manitoba)	21,085.68
		Image Building Cleaning	21,600.00
	270 Osborne Street	* J & R Janitor Service	20,040.00
		Deep Janitorial Service	20,257.20
		Clean & Tidy Cleaning	26,160.00
		Bee-Clean (Manitoba)	26,771.04
		Image Building Cleaning	28,911.84
		Expert Building Cleaning	29,232.00
		Assoc. Building Maintenance	33,768.00

Appendix "D"

Service Contracts Tendered (cont'd)

for the fiscal year ended March 31, 1989.
**Denotes Award of Contract*

Service	Location	Company or Proprietor	Total Contract Amount
Janitorial Services (2 year contracts) (continued)	1495 St. James Street	* Deep Janitorial Service	$ 2,223.48/month
		Image Building Cleaning	2,674.50
		Bee-Clean (Manitoba)	2,725.00
		Expert Building Cleaning	2,940.00
		Spartan Building Cleaning	3,398.00
		Assoc. Building Maintenance	3,411.00
	Hangar T4	* Image Building Cleaning	11,700.00
		Expert Building Cleaning	12,096.00
		Bee-Clean (Manitoba)	13,800.00
	Whyte & Vine Street Complex	* Deep Janitorial	8,400.00
		Image Building Cleaning	11,880.00
		Clean & Tidy Cleaning Ltd.	11,945.00
		Bee-Clean (Manitoba)	14,112.00
	Assiniboine Community College	* Janzen Cleaning	41,950.00
		Clark Cleaning	45,480.00
		R. Gray Janitorial	48,732.00
	Provincial Building Dauphin	* Clark Cleaning	46,680.00
		Janzen Cleaning	59,900.00
		R. Gray Janitorial	61,080.00
Carpet Cleaning	Provincial Building Thompson	* Lima Janitorial	4,997.90
		Sharptail Distributors	6,420.00
Greenhouse Demolition	Selkirk Mental Health Centre	* Fort Garry Building Products	3,400.00
		G.E.M. Trucking & Equipment	6,968.00
		Buus Construction Ltd.	7,240.00
		Graham Trucking Ltd.	7,900.00
Elevator Maintenance	Barrow Provincial Building	* Montgomery Elevator	8,400.00
		Otis Canada Inc.	29,587.80
		Dover Elevator	35,880.00
	New Law Courts Building	* Otis Canada Inc.	162,333.00
	A.A. Heaps Building	Montgomery Elevator	21,740.00
		* Exel Elevator	23,880.00
		Otis Elevator	48,807.00
(Contract awarded to Excel Elevator because no prorating indicated for replacement parts. Montgomery indicated prorating of items.)			
	Woodsworth Building	* Dover Elevator	171,000.00
	Legislative Building	* Montgomery Kone	55,320.00
		Winnipeg Elevator	72,000.00
		Exel Western	83,100.00
		Otis Canada	119,547.60
	Norquay Building	* Montgomery Kone	107,160.00
		Exel Western	184,800.00
		Dover Elevator	193,200.00
		Winnipeg Elevator	227,100.00

Appendix "D"

Service Contracts Tendered (cont'd)

for the fiscal year ended March 31, 1989.
**Denotes Award of Contract*

Service	Location	Company or Proprietor	Total Contract Amount
Fire Alarm Systems Service/Maintenance Group A (4-year contracts)	Manitoba Highways Services Building	* Edwards	$ 2,122.00
		Simplex	2,262.41
		Cronin	3,211.00
	Provincial Judges' Court	* Edwards	1,528.00
		Simplex	2,017.07
		Cronin	2,145.00
	Fleet Vehicles Garage	* Edwards	1,336.00
		Simplex	1,894.39
		Cronin	1,069.00
	W.M. Ward Laboratory	* Edwards	2,949.00
		Simplex	6,265.49
		Cronin	2,145.00
	Selkirk Mental Health Centre	* Edwards	11,889.00
		Simplex	15,395.07
		Cronin	32,128.00
	Brandon Mental Health Centre	* Edwards	8,068.00
		Simplex	15,550.01
		Cronin	12,849.00
Group B (4-year contracts)	Legislative Building	* Edwards	2,925.00
		Cronin	8,566.00
		Simplex	2,606.34
		TransAlta	2,200.00
	Agricultural Services Building University of Manitoba	* Edwards	4,210.00
		Cronin	5,352.00
		Simplex	2,022.67
		TransAlta	1,160.00
	Manitoba Youth Centre	* Edwards	1,756.00
		Cronin	3,211.00
		Simplex	3,489.17
		TransAlta	2,600.00
	Red River Community College	* Edwards	12,954.00
		Cronin	13,389.00
		Simplex	18,272.16
		TransAlta	6,700.00
	Provincial Building Beausejour	* Edwards	2,262.00
		Cronin	1,069.00
		Simplex	2,262.41
		TransAlta	1,180.00
	Agriculture Extension Centre Brandon	* Edwards	2,117.00
		Cronin	2,145.00
		Simplex	3,205.06
		TransAlta	2,240.00

Appendix "D"

Service Contracts Tendered (cont'd)

for the fiscal year ended March 31, 1989.
**Denotes Award of Contract*

Service	Location	Company or Proprietor	Total Contract Amount
Fire Alarm Systems Service/Maintenance Group B (4-year contract) (continued)	Provincial Building Brandon	* Edwards	$ 1,604.00
		Cronin	2,145.00
		Simplex	3,205.06
		TransAlta	2,340.00
	Provincial Building Arborg	* Edwards	1,858.00
		Cronin	1,069.00
		Simplex	2,017.07
		TransAlta	1,180.00
Group C (5-year contract)	A.A. Heaps Building	* Edwards	2,234.00
		Simplex	4,639.40
		TransAlta	3,961.00
		Cronin	4,107.00
	Parklands Training Centre, Dauphin	* Edwards	2,205.00
		Simplex	8,688.52
		TransAlta	4,776.00
		Cronin	2,785.00
	Barrow Provincial Building, Flin Flon	* Edwards	3,888.00
		Simplex	11,634.06
		TransAlta	5,730.00
		Cronin	2,785.00
Walk-Off Mats (14-month contracts)	District 1 — Zone 1	* Canadian Linen	153.80/month
		Provincial Mat Service	165.75
		Quinton's	187.50
		Perth's	204.78
		Sunshine Uniform	222.50
	District 1 — Zone 2	* Canadian Linen	309.59
		Provincial Mat Service	329.52
		Quintons	333.94
		Perth's	412.54
		Sunshine Uniform	434.90
	District 2 — Zone 3	* Canadian Linen	45.55
		Quinton's	55.69
		Provincial Mat Service	64.99
		Perth's	74.58
		Sunshine Uniform	77.20
Catering Leases (3-year contracts)	Norquay Building	* Domco Foodservices	113,490.00
		Versa Services	93,768.00
		Protopapas Consulting	85,000.00
		Continental Caterers	80,320.00
		Lavco Food Services	79,440.00
		Integ Management	73,836.00
		Redboine Enterprises Ltd.	6,600.00

Appendix "D"

Service Contracts Tendered (cont'd)

for the fiscal year ended March 31, 1989.
**Denotes Award of Contract*

Service	Location	Company or Proprietor	Total Contract Amount
Catering Leases (3-year contracts) (continued)	Robert Fletcher Building	* Continental Caterers	$ 36,288.00
		Flair & Food Service	29,500.00
		Stephanie's Catering	21,600.00
		Integ Management	18,000.00
		Lavco Food Services	15,600.00
		Domco Foodservices	9,840.00
		Thessalikon	3,750.00
Security Services	Keewatin Community College, The Pas	* Barnes Security	$7.46/hour
		Metropol Security	8.59
	W.M. Ward Laboratory	* Metropol Security	6.51
		Trojan Security	6.69
		Barnes Security	6.71
	Agricultural Services Centre University of Manitoba	* Metropol Security	6.55
		Trojan Security	6.69
		Barnes Security	6.71
(Tender analysis and prices only)	Winnipeg Municipal Hospital	* Barnes Security	6.71
		Trojan Security	7.00
		Metropol Security	8.33
	Mechanical Division Office Manitoba Highways and Transportation	* Metropol Security	6.59
		Metropol Security	16.48
		Barnes Security	6.71
		Barnes Security	15.43
		Trojan Security	6.75
		Trojan Security	16.88
	St. Norbert Heritage Park and Trappist Monastery	* Barnes Security	4.00
		Metropol Security	4.22

Appendix "E"

Gimli Properties Tenants

as of March 31, 1989.

Tenant	Use
Aeroparts	Storage
CN Rail Transportation	Training school
Cherniak, J.	Farmland rental
Cornerstone Enterprises	Prevocational training centre
Manitoba Consumer & Corporate Affairs	Storage
Manitoba Natural Resources	Interlake office
Faroex Ltd.	Manufacturer of fibreglass products
Gimli Boat Works	Production of aluminum boats
Gimli Country Club	Nine-hole golf course
Gimli Legion	Sponsors of the Gimli Air Cadets
Gimli Motors	Storage
Gimli Small Engines	Small equipment sales and services
Gimli Wood Products	Manufacturer of furniture
Hall's Appliances	Storage
Interlake Aviation	Aircraft sales and flying instruction
Interlake Human Resources Opportunity Centre	Human development
Lake Agassiz Marine	Boat and engine repair services
Lake Winnipeg Boat Works	Production of fibreglass boats
Lamm, Barney	Offices and storage
Omni Glass Ltd.	Manufacturer of fibreglass window frames
Olson/Snorrason	Storage
Rural Municipality of Gimli	Bowling alley
Skyline Maintenance & Avionics Ltd.	Aircraft sales and service
Tatton Sales & Service	Small equipment sales and service
Western Canada Aviation Museum	Storage
Winnipeg Sports Car Club	Motor vehicle races